## **Preschool Application**

**If the Applicant intends to offer a preschool program, the following information must be addressed.**

1. Describe the target student population and enrollment table for Years 1-5.
2. Provide specific evidence (e.g., counts of letters of intent to enroll, letters of support from community stakeholders, official written support, etc.) that student/family/community demand exists for the proposed public preschool and is aligned to the enrollment projections.
3. Describe how the proposed program will support the community. This description should include how the proposed program will enable the school to adequately serve educationally disadvantaged students.
4. Describe the plan for involving families in the preschool program, including ongoing engagement and involvement of families throughout the year.
5. Provide a plan to obtain a childcare license through the Colorado Department of Early Childhood (CDEC). The plan must incorporate evidence of communication with county licensing staff and a timeline for submission and review by CDEC to ensure appropriate licenses will be obtained prior to the school’s projected opening date.
6. Describe the school’s student recruitment and enrollment process and discuss how these processes and the tuition structure for preschool students will help to ensure that the school is able to serve families in alignment with the school’s target demographics and provide opportunities for educationally disadvantaged students to access the program.
7. Describe how the school will ensure that the preschool staff (including the director) have the necessary qualifications and appropriate knowledge in early childhood curriculum content, assessment, and instruction.
8. Include an explanation of the school’s plans to coordinate referrals to community programs based on child needs, such as local public health, social services, mental health services, early childhood special education programs, or other early learning or child care programs. Include a brief description of how the program intends to generally coordinate/collaborate with community organizations.
9. Include an overview of the early childhood special education program including identification procedures, service provision, staffing, progress monitoring, and program evaluation.
10. Describe the proposed staffing plan and teacher:student ratios for the preschool.
11. Demonstrate a plan and timeline for ensuring the facility is sufficient to comply with preschool requirements.
12. Provide a budget narrative that addresses revenue and expenses associated with the preschool program.
13. If the preschool is planning to participate in the Colorado Universal Preschool program, include the name of the Local Coordinating Organization of their geographic region, a copy of their Provider Agreement, and the plan to create a provider portal of the CDEC system (upon licensure).