



## SCHOOL READINESS APPOINTMENT CHECK LIST

Please check off the following information and sign below.

- You will be responsible for collecting ALL of the following documents in order to schedule a child care appointment:
  - Proof of your purpose for care (Must provide proof for at least one of the following):
    - Employment-6 weeks of current and consecutive weeks of pay stubs or an employment verification form for for each employed parent/guardian in the household.
    - Education-School/Training Verification form.
    - Disability-Disability/Medical/Age Condition Verification form.
  - Proof of all household income (including Social Security benefits, Food Stamps, child support, etc.).
  - Birth certificates for ALL children in the home.
  - A valid photo ID for the parent/guardian.
  - Proof of current residence (i.e. current utility bill or lease).
- If your child is not in care or not at an approved School Readiness provider, call 727-400-4411, and staff will provide you with a customized child care provider listing that meets your needs as well as assisting you on how to choose quality child care.
- A School Readiness Provider must be selected prior to attending your appointment.
- Call 727-400-4411 to schedule a School Readiness Placement appointment. Walk-ins will not be accepted.

By signing below I acknowledge I have read, checked off, and have copies of all applicable documents on the School Readiness Appointment Checklist.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**All forms referenced above are available at [www.elcpinellas.net](http://www.elcpinellas.net) for your use.**