Summer Transition Program Checklist for Student Files

**Site:**

**RK** [ ]  **RPK** [ ]  **Class:** \_\_\_\_\_\_\_\_\_\_\_\_\_

| **Child's Full Name****(as it appears on birth certificate)** | **Entry Date** | **Exit Date** | **Age****Eligibility** | **STP Registration Form** | **Roster Information Form** | **SS Doc** | **Immunization (3231)** | **Vision, Hearing, Dental, Nutrition (3300)** | **Health Form Follow Up Needed** |
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| **Comments:**  |

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| **NOTE: Follow-up on "untestable" status of EEDs should occur. Parents should be assisted in getting the child re-screened. If the EED certificate box is marked "Needs Further Professional Examination,” it is expected that documentation be on site to indicate that follow-up is occurring (doctor's notes, scheduled appointments, information from parents, etc.).** |

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| **The STP Roster Information Form is located on the Summer Transition webpage on the DECAL website. Parents/guardians are required to complete this form once the child is enrolled in the Summer Transition Program. The information on this form will be submitted on the STP rosters and should be filed in the children's files.** |