

NHECC SR Non-Residency Policy
Draft for discussion at October 4, 2023 NHECC Meeting

The intent of the New Haven Early Childhood Council (NHECC) Non-Residency Policy is to allow SR programs to enroll non-residents both to ensure continuity of care for families who move during a program year, and as a way to achieve full enrollment. The policy adheres to the guidelines and requirements set forth by the Office of Early Childhood's (OEC) [School Readiness \(SR\) Non-Residency Policy GP C-06](#).

A. Families who move out of New Haven after enrollment in School Readiness (SR):

The purpose of this policy is to ensure continuity of care for preschool children.

1. A New Haven 'resident' is a family who documents that at the time of enrollment they resided in New Haven. Proof of residency must be maintained in the child's file and include one of the following: a lease, rental agreement or utility bill. This must be the address of where the child lives.
2. Children who are New Haven residents utilizing a New Haven School Readiness space (FD/FY, SD/SY, or PD/PY) and move prior to completing their preschool years may continue in the same program in a SR space until they have completed their PreK experience.
3. Only New Haven children who are in a School Readiness space and have been attending the program for a minimum of 3 months are eligible for the non-resident option.
4. If the family which enrolled in September moves out of New Haven after November, they will not be considered as part of the 10% of Non-Haven Residents as outlined in Section B below.

B. Families who are not New-Haven residents

Over the last few years, SR providers have reported consistent underutilization of SR spaces. This policy is intended to increase enrollment as a way to maintain SR options within the community.

1. New Haven residents will receive priority enrollment in SR spaces until **December 1**.
2. Non-New Haven resident enrollment may begin after **December 1** after a program has exhausted its waiting list of New Haven residents. Spaces may only be given to low-income **children** from surrounding towns (**do we need/want to specify which ones?**)
3. Non-New Haven residents must submit all the same documents and meet the same criteria as New Haven SR families like proof of income, sliding fee scale etc.
4. Non-New Haven residents' enrollment may not exceed 10% of the total funded spaces at a site.

Procedure for notifying and documenting adherence to this policy for SR full day/full year programs:

- Contact the SR Liaison to request approval of SR non-resident options (A and B)
- Include documentation-date of enrollment, proof of NH residency prior to move (for option A), non-residency period requested, age of child
- SR Liaison reports requests and actions to SR committee.

The NHECC will review documentation showing utilization by School Readiness programs, and will consider whether to modify or continue this policy on an **annual** basis.