



Welcome to Englewood Early Childhood Education (ECE) at Maddox!

Beginning preschool is an exciting time for your family and we want to support you throughout the process. Any age-eligible preschooler who lives in the Englewood School District boundaries is guaranteed a spot in the program if the enrollment process is completed before October. Priority for full day slots will be given to families who are at work or school.

The enrollment process has three phases:

1. Submit required documents
2. Complete the online registration
3. Participate in a screening and family interview so we can get to know your child and determine whether you qualify for any financial assistance

Please email the following documents to susan_calhoun@engschools.net or bring them to the preschool (3838 S Huron St, Englewood). After these documents are submitted, we will schedule your screening and family interview.

- Birth certificate
- Proof of residence: utility bill (water, trash, xcel) or lease/mortgage statement
- Parent identification (driver license, state ID, or passport)
- Child and Family Information Form (**attached**)
- Two Ages and Stages questionnaires about your child's learning and development (**attached or link**)
- Proof of Income: If you would like to be considered for financial assistance, please submit proof of income: W2, tax statement or 4 current pay stubs. We have financial assistance that is based on non-economic factors but we still need proof of income on file
- Immunization record and current physical (**attached**). A current physical is NOT required before our screening, however, in order to attend preschool, your child MUST have the immunization record or exemption form and a current physical on file with us
- Current dental exam (**attached**) by 90 days after the start of school

2. Please complete the online registration at [https://www.EnglewoodSchools.net/](https://www.EnglewoodSchools.net) Click the REGISTER button on the right hand side of the screen, and then click New Student to follow the instructions

3. Participate in the Family Interview and the Play-Based Student Screening The family interview and student play-based observation will be scheduled once steps 1 and 2 are completed. The family interview is used to learn about how to best support you and your child and to determine eligibility for financial assistance. The play-based screening is used to learn about your child and give us information for class placement and how to best help your child succeed.

We are available to help with any questions or concerns you have during the registration process. Please call our office at 303-806-2522 or 303-781-7585 or email susan_calhoun@engschools.net

Thank you! We are looking forward to a great year of preschool!