



### How to Apply:

1. Complete the Imua Preschool Application.
2. Submit \$20 non-refundable application fee via check, cash, or credit card.
3. Imua staff will contact you within seven (7) days of receiving your application to inform you of availability. Your name will be placed on our waitlist. If spaces are available, the following next-steps will be scheduled (must be completed by all families for final consideration):
  - a. **Classroom visit.** The classroom visit is an opportunity for preschool staff to observe your child in a group setting without you for up to an hour. The staff understands that your child may respond adversely. Should any child be upset at any moment during the visit, you will be asked to come and join them in the classroom for the remainder of the hour. The classroom visit may include inside time, circle time and snack time. You are welcome to stay a little longer and join your child on the playground.
  - b. **Developmental screening.** The developmental screening is conducted by one of the therapists on staff at Imua Family Services. The tool used for screening will be the Batelle Developmental Inventory, or a similar tool as determined by the therapist. Screening times vary depending on numerous factors, though most will take between 45 min to an hour to complete. The screening tools will include questions to the parent/caregiver as well as observable criteria. The results of the screener will be shared with you by the therapist within seven (7) days of completion. If your child's scores indicate any developmental concerns, the therapist will guide you in determining next steps.
4. Notification of Program Acceptance: When all potential applicants for available spaces have completed the visit and screening portion of the application process, families will be notified of acceptance or denial via mail. If you choose to accept an offered space, you must call and speak with the designated staff person within three (3) days of receiving notice.