child_find_scenario1

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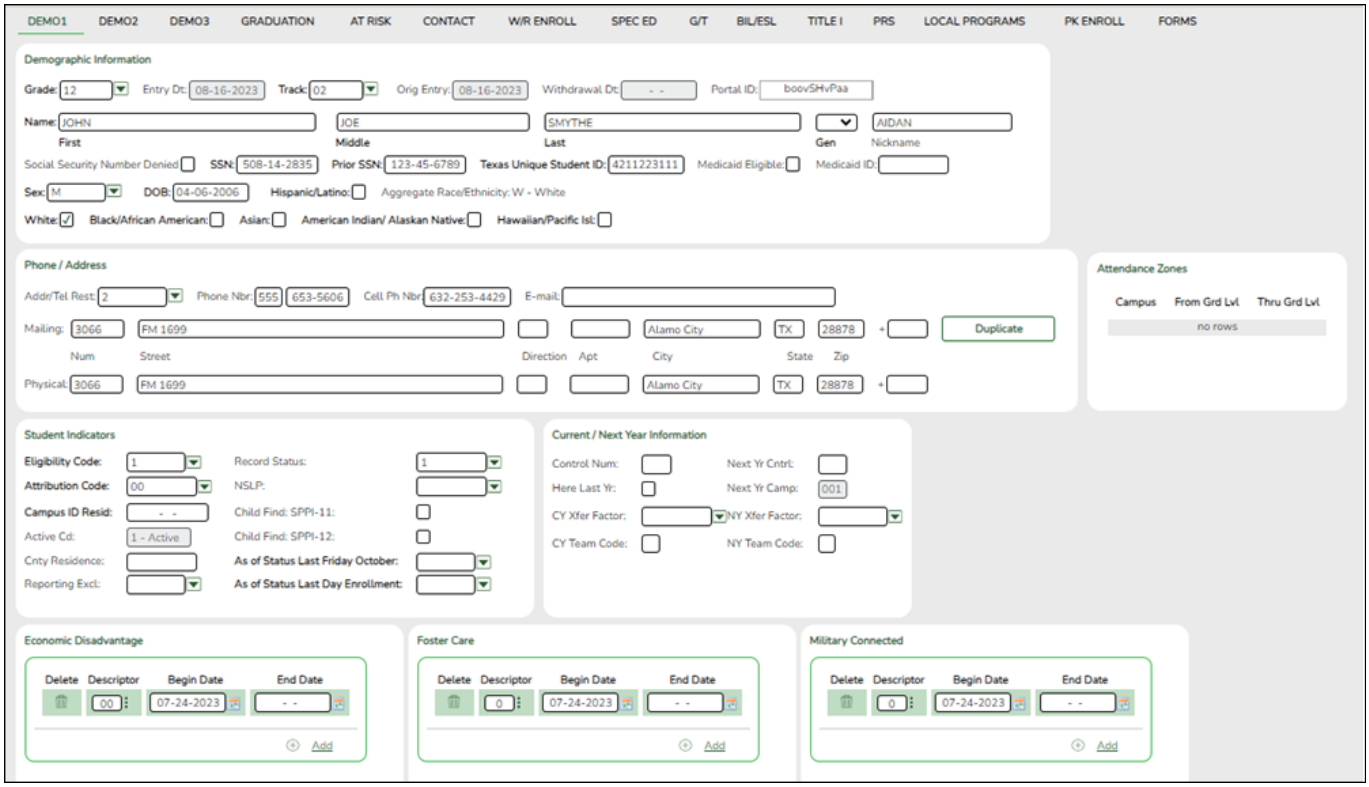
Registration > Maintenance > Student Enrollment > Demo1

Child Find: SPPI-11 reports Enrolled students age 3-21 as of September 1st.



Update data:

❑ Retrieve a student who is already enrolled at the campus using their Local Student ID, Student Name, or Texas Unique Student ID.

❑ Select the **Child Find: SPPI-11** checkbox in the **Student Indicators** section.

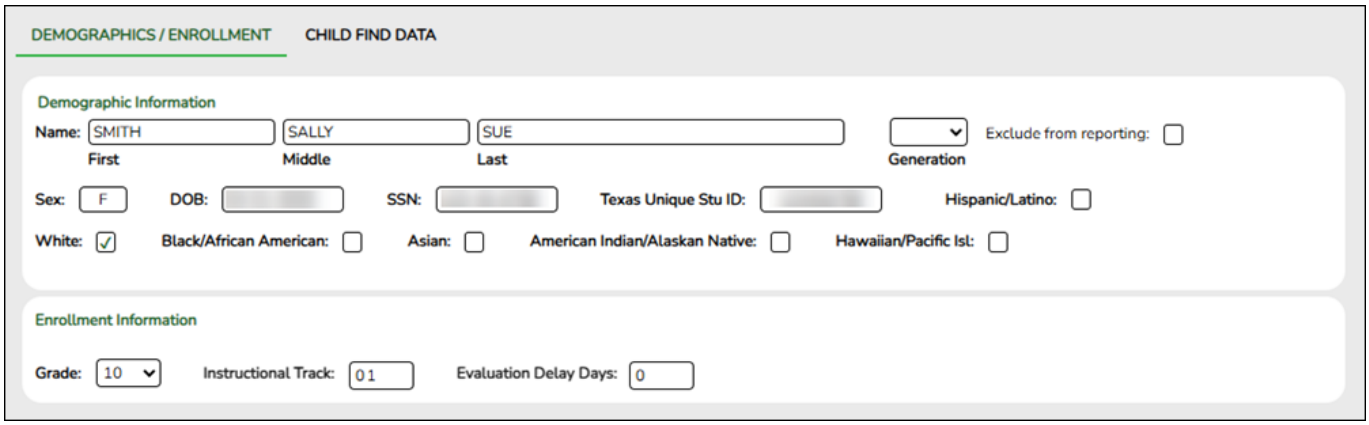
❑ Click **Save**.

Registration > Maintenance > Core Collections > Child Find: SPPI-11 > Demographics/Enrollment

Information retrieved on this tab for an enrolled student is read-only and cannot be modified. Information can only be edited on *Registration > Maintenance > Demo1*.

Exclude from reporting is not used with enrolled students and is disabled on this screen.

Evaluation Delay Days is a calculation derived from the number of absences between the **Consent to Evaluation Received Date** and the **Initial Evaluation Date** found on *Child Find Data* and counts only those absences in an Average Daily Attendance (ADA) period. If those dates have not been entered, the field will show 0. This number is used by TEA to determine if the district is in compliance.



Retrieve a Student:

NOTE: The **Student** field does not auto-complete at this time.

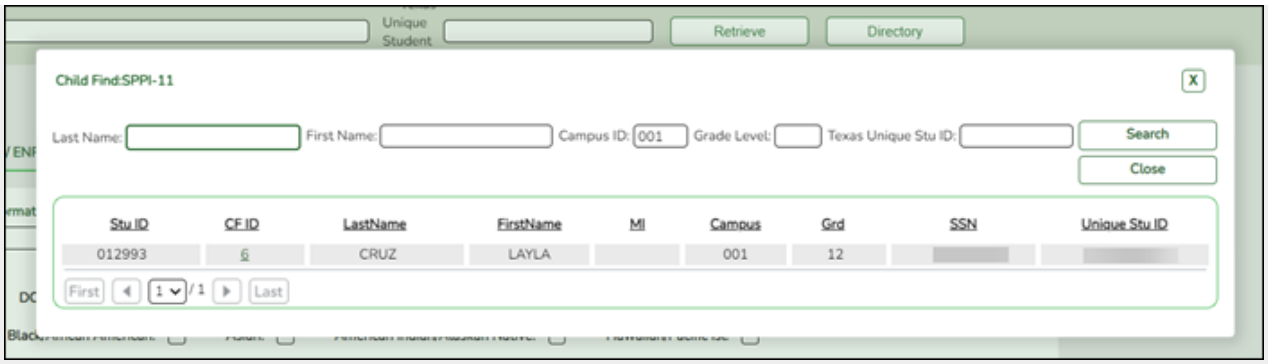
❑ Type the exact Student ID or the exact Texas Unique Student ID.

❑ Click **Retrieve**.

OR

❑ Click **Directory** to select a student from the directory.

The **Directory** screen will display students that have been marked with the Child Find: SPPI-11 indicator on *Maintenance > Student Enrollment > Demo1*.



NOTE:

• The **CF ID** is the ID auto-generated.

• The **Campus ID** field auto-populates with the campus number on which the user is logged in.

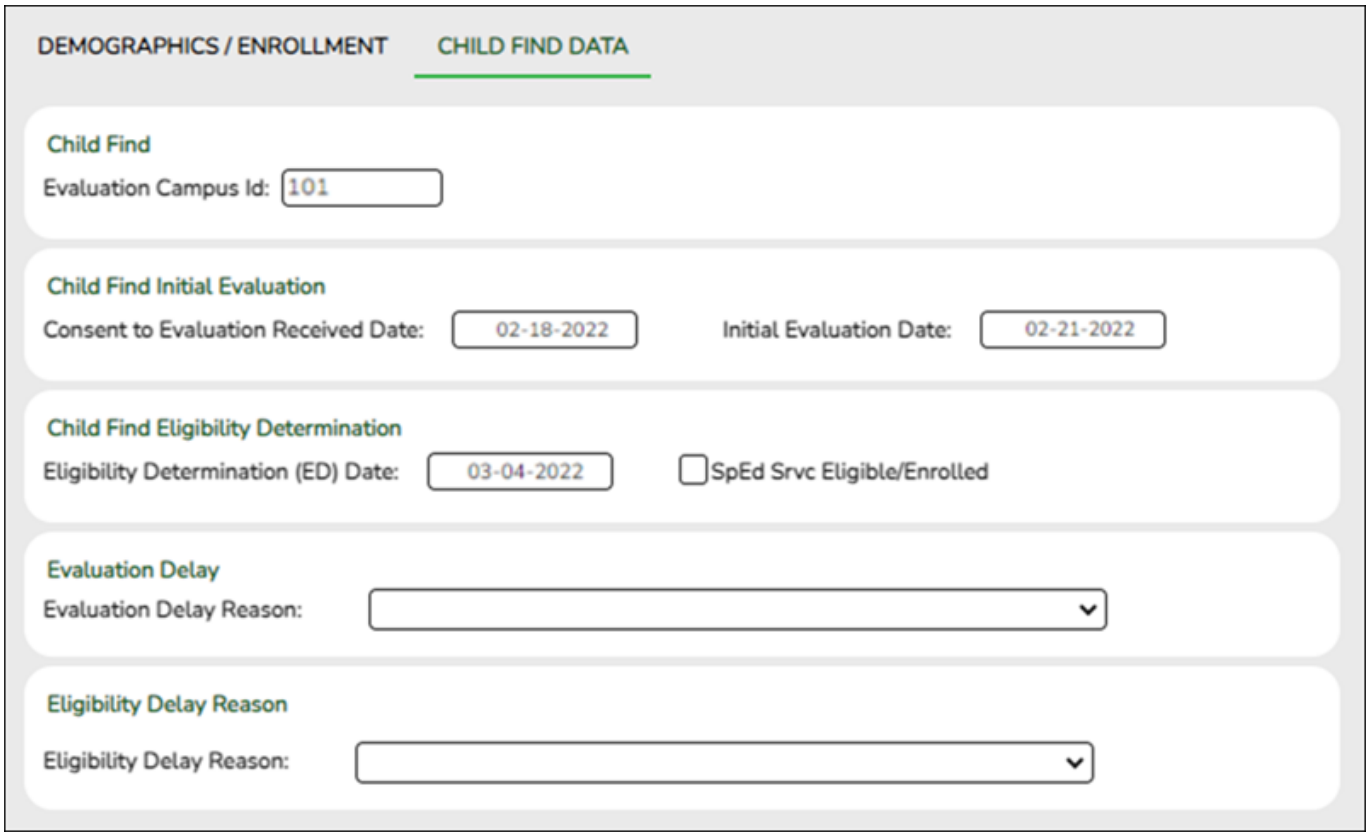
• The **Campus** number identifies the student's campus of enrollment.

❑ Click the student's **CF ID** to Retrieve.

Registration > Maintenance > Core Collections > Child Find: SPPI-11 > Child Find Data

The information on this screen is specific to this tab and is not found anywhere else in ASCENDER.

NOTE: Some of the dates, images, and examples provided in this document are for informational and instructional purposes only



Update data:

❑ Under **Child Find**:

Evaluation Campus ID	Enter the campus ID on which the student was evaluated. The Evaluation Campus ID number may or may not be the same as the Campus Enrollment ID. *For example, the student may have been evaluated on Campus 105, but is enrolled at Campus 101.*

❑ Under **Child Find Initial Evaluation**:

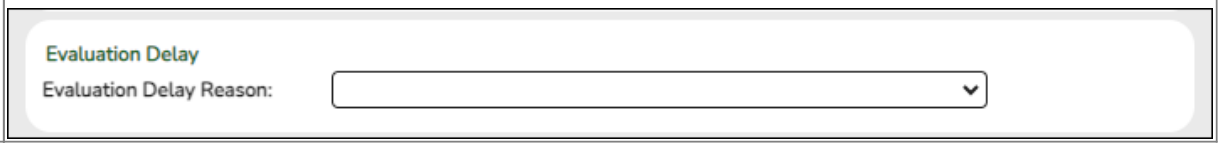
Consent to Evaluation Received Date	Enter the first instructional day after LEA receives consent from the parent. Data Element: ConsentToEvaluationReceivedDate (E1738)
Initial Evaluation Date	Enter the date the child was initially evaluated for the program. This date must not be before the **Consent to Evaluation Received Date**.

❑ Click **Save**.

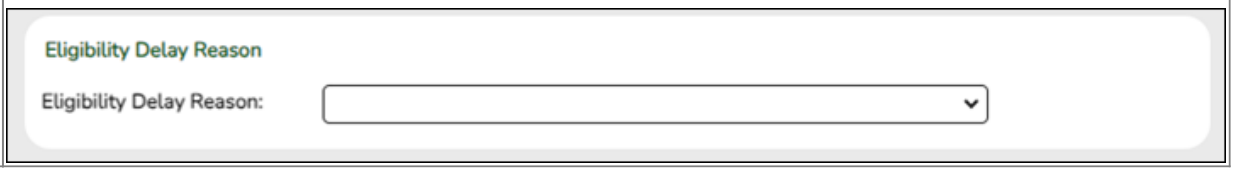
❑ Under **Child Find Eligibility Determination**:

Eligibility Determination (ED) Date	If applicable, enter the date the child was determined eligible for the program. **IMPORTANT**: If this date is left blank, the student will not be extracted to the interchanges.
SpEd Srvc Eligible/Enrolled	Select if a student is eligible for, and enrolled in Special Education services after the **Eligibility Determination Date**.

❑ Under **Evaluation Delay**:

Evaluation Delay Reason	If applicable, choose a reason for the evaluation delay. Leave blank if there is no delay in evaluation. 

❑ Under **Eligibility Delay Reason**:

Eligibility Delay Reason	If applicable, choose a reason for the eligibility delay. Leave blank if there is no delay in eligibility. 

❑ Click **Save**.

If a student will not be reported, return to the *Demo1* tab, uncheck the **Child Find: SPPI-11** indicator and click **Save**. The student's information will be retained in ASCENDER but will not be reported.

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