

Preschool DECA Screening Procedures

1302.33 Child screenings and assessments.

(a) *Screening.* (1) In collaboration with each child’s parent and with parental consent, a program must complete or obtain a current developmental screening to identify concerns regarding a child’s developmental, behavioral, motor, language, social, cognitive, and emotional skills within 45 calendar days of when the child first attends the program or, for the home-based program option, receives a home visit. A program that operates for 90 days or less must complete or obtain a current developmental screening within 30 calendar days of when the child first attends the program.

(2) A program must use one or more research-based developmental standardized screening tools to complete the screening. A program must use as part of the screening additional information from family members, teachers, and relevant staff familiar with the child’s typical behavior.

The purpose of completing a social emotional screening tool is to identify if a child has the need for specific behavior supports and what specific behavior support should be provided to address these specific needs. A behavior screening must be completed for all children within 45 days of a child entering into the classroom.

Screening	Next Steps
Devereux Early Childhood Assessment (DECA) as our Social Emotional Screening Tool	<p>The DECA identifies a child’s strengths related to protective factors in initiative, self-regulation and attachment, and measures behavior concerns. Teachers complete this form in e-DECA, an online screening and assessment system that we use in our program. The DECA program is complete with strategies to support individual child protective factors.</p> <ul style="list-style-type: none"> Center based teachers will start the DECA Reflective Checklist prior to the first day of the school year and turn in completed form to your coach by October 31st. Explain to parents what the DECA is and why we use it at Initial Contact. Start collecting observations on children beginning at Slow Start. Have parents fill out the Parent DECA during child screening. A DECA is to be completed on each child no sooner than 28 days and no later than 45 days after a child’s first date of service. This gives teachers four weeks to observe and get to know a child Parent DECA’s should be completed within 2 weeks before or 2 weeks after of the

	<p>teachers completing the DECA.</p> <ul style="list-style-type: none"> Remember DECA's should be filled out by one person only and it is perfectly fine to split the classroom up by the amount of teaching staff and children. Teachers will enter parent and teacher DECA in the online e-DECA system. Parents will be notified of the results during the next contact visit that follows the DECA unless immediate follow-up is needed. Teachers will print out teacher and parent DECA results and place in child's file under child services. Classroom staff will print out a Classroom Profile from e-DECA and review with their coach and supervisor for any support needed. The Mental Health Consultant will review the Classroom Profile with classroom staff and will share strategies that can be used to help build children's protective factors in the classroom. At the DST, results will be shared and if necessary decisions concerning coach observations and possibly referrals will be made, with parent approval. <u>Staff will follow procedures outlined in the Positive Behavior Support Plan.</u> As children enroll or transitions in the classroom, teachers continue doing DECA as you would for any screening (within 45 days), continue to update your DECA Classroom Profile and place a copy in your DST notebook. Make sure if support is needed that you are notifying your supervisor and necessary supports are identified. If a child shows concerns identified on their initial DECA, teachers will complete a post DECA 8 weeks before the end of the school year. Parents of returning students do not have to complete a Parent DECA again unless the team feels it is necessary, or by parent request. The parent book, "Now and Forever" may be used in bulletin boards, newsletters or at home visits as a useful tool of ideas and suggestions.
	<p>Entering screenings into e-DECA: Teachers enter their ratings and parent ratings into www.edeca2.org within the first 45 days of the child's first day of service. Returning children should</p>

already be on the classroom roster. New children will need to be entered by classroom teachers into the system at the beginning of the year.

Instructions:

1. Log into www.edeca2.org
2. Click on the tab e-DECA Management
3. Click on create a new child record.
4. Enter child's name, date of birth, gender
5. Click submit
6. Assign site and save
7. Assign group and save
8. To add parent information, click Add Contact and enter parent information. Make sure that you save your work.
9. Make sure to ask for help if needed.

To Administer and Enter e-DECA Ratings online:

1. Log in and click on Input Ratings
2. In the drop down menu choose By Child
3. Select the child from your list of children
4. Select a record (Preschool)
5. Click Submit.
6. Choose rater from the pull down menu
7. Enter the rating date
8. Choose the rater period (Pre= fall; Post=spring)
9. Answer the questions for each child as the teacher; or, enter the parent information
10. Make sure to save each child's rating.
11. Make sure to ask for help if needed.