



Project Enlightenment

Office of Early Learning • Wake County Public School System
501 S. Boylan Avenue, Raleigh, NC 27603 • 919-856-7774
wcpss.net/projectenlightenment

SCHOOL REQUEST for KINDERGARTEN CONSULTATION PACKET

DATE: _____

SCHOOL: _____

Original forms must be completed and returned to Project Enlightenment via email or through the WCPSS courier.

Please complete the following request procedures:

1. The Intervention Team Facilitator must complete the **School Request for Kindergarten Consultation** form. Please review the *Kindergarten TPC Consultation Process* located on the back of this page.
2. Please make certain that **all** areas of the form, **School Request for Kindergarten Consultation** are complete. The completed form must be signed by the Intervention Team Facilitator and the Principal.
3. The Intervention Team Facilitator submits the **School Request for Kindergarten Consultation** form to Project Enlightenment via email to tpcconsult@wcpss.net or through the WCPSScourier.
4. After Project Enlightenment receives the completed form, a Teacher Parent Consultant will contact the Intervention Team Facilitator.

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The above procedures are to be followed on all requests that your school makes this year. Please feel free to call 919-856-7774 if you have any questions.

Please note that the Request for Kindergarten Consultation must be received six weeks before the end of the student's school year.
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School Request for Kindergarten Consultation

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Date

Consultant

Please note that this form is to be completed by the Intervention Team Facilitator and signed by the School Principal before submittal.

Student Information

Child's Name _____
First Middle Last

Name used in classroom Birth date Age of child

Child's Street Address _____ City & Zip _____

Primary Phone (____) _____ Secondary Phone (____) _____

Child lives with: ☐ both Parents ☐ Mother ☐ Father ☐ Guardian

Child's Gender: ☐ Male ☐ Female

Child's Ethnicity: Is the student Hispanic or Latino? ☐ Yes ☐ No

Child's Race: ☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American

☐ Native Hawaiian or Other Pacific Islander ☐ White

Language primarily spoken in the home _____

Parent's Name _____ Parent's Name _____

Employer _____ Employer _____

Primary Phone (____) _____ Primary Phone (____) _____

Email Address _____ Email Address _____

Siblings (names, ages) _____

School Information

Intervention Team Facilitator _____ Email Address _____
First Last

Intervention Team Facilitator Phone Number _____

Principal _____
First Last

Name of School _____ School Phone (____) _____

Teacher _____ Email Address _____
First Last

School Start Time _____ Child's Track (circle one): N/A 1 2 3 4

Brief Description of Concern

Intervention Team Facilitator Signature _____ **Date** _____

Principal Signature _____ **Date** _____

Please note:

This form must be submitted to: Teacher/Parent Consultant Secretary, Project Enlightenment via email to tpcconsult@wcpss.net or through WCPSS courier. If you have any questions please call 919-856-7774.

Kindergarten TPC Consultation Process

A Teacher Parent Consultant (TPC) from Project Enlightenment seeks to empower children and families by building on strengths and providing parenting support, resources and information.

The consultative process will include the following:

Project Enlightenment receives request for services from
Intervention Team Facilitator/Principal



TPC is assigned to case



TPC contacts Intervention Team Facilitator/Principal



TPC collaborates with Intervention Team Facilitator/Principal
to support Parents/Families with
understanding and supporting tiered plans



TPC shares Recommendations, Resources and Progress



TPC provides Data and Reporting

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