

Information about Services to Support your Child's Early Development (Ages 3-5)

Every child develops at their own pace and in their own unique way. Some children may reach developmental milestones earlier, while others may take longer. The New York City Committee on Preschool Special Education Program (CPSE) can support your child's development.

The CPSE helps children between the ages of 3-5 years old who may not be playing, learning, talking, or moving around like other children their age. Here is some basic information about this program and how parents can arrange for an evaluation for your child and if eligible, access the program's services.

WHO: Every family with children between the ages of 3-5 has the right to participate in this program, regardless of their income, immigration status, or insurance coverage.

WHAT: The Preschool Special Education Program can assist families in accessing services such as speech, physical, and occupational therapy. These services can prepare children for their formal school experiences later on and also outline services a child may need in the school setting. Services can be provided in the child's home language.

WHY: The program is dedicated to ensuring that young children with disabilities or developmental delays receive the necessary support and services to thrive in their early years and set a solid foundation for their educational journey.

HOW: If your child attends a 3-K or Pre-K program, you can talk to your child's teacher about your concerns. The teacher can help you request an evaluation for your child. Or, you can complete the letter on the back of this flier and send it to the Preschool Special Education Office in your child's School District. (Please see below for information on identifying your school district and contact information.)

After you have emailed or faxed the completed letter, the CPSE will first email you to confirm the child's name and date of birth, after that is completed a packet will then be emailed that explains the next steps - including selecting an agency for the evaluation and the best language for it. If you need assistance with receiving or understanding the packet you can speak to your child's teacher or call _____.

If you live in district 15 or district 20, please send, email or fax the completed letter on the back of this flier to the following people:

District 15:

- Chairperson, Carolyn Danner – CDanner@schools.nyc.gov
- CPSE 8 Fax number: 718-472-6133
- 131 Livingston Street, 4th Floor, Brooklyn, New York 11201

District 20:

- Chairperson, Dina Benanti – DBenanti@schools.nyc.gov
- CPSE 7 Fax number: 718-472-6131
- 415 89th Street, Brooklyn, New York 11209

If you live in another school district not listed above please visit the following website where you can find information about where to email or fax your completed letter. If you need to translate this website to another language, you can click on “select language” located on the top right corner of the website and select your language.

<https://tinyurl.com/psedistrict>

If you do not know what school district you live in, you can call 311. They can help you identify your school district so you can request an evaluation.

Date:

I, _____ parent of _____ born on _____
(Parent's name) (Child's name) (Child's Date of Birth)

who resides at _____
(Street Address, Apt. #, City, State, Zip code)

would like for my child to be evaluated for the following reasons:

If you have any questions, please contact me at _____ and _____.
(Parent phone number) (Parent email address)

Thank you,

Parent Signature

Scan the codes below to download typical developmental milestones from the Center for Disease Control and Prevention (CDC):

