

The Admissions Process

Residential & Day
School

Step 1
Inquiry



Heartspring

Hello!

Thank you for reaching out to Heartspring! We look forward to sharing information with you about the Heartspring Residential and Day School Program. We can't wait to work with you and to get to know more about your child.

Heartspring serves students impacted by developmental disabilities such as Autism Spectrum Disorder, and/or other intellectual/developmental disabilities. A majority of our students experience behavioral challenges that interfere with their academic, home, and community life.

Fortunately, the therapeutic world consists of many great programs. However, it may be overwhelming to try to distinguish one from the other. Here are a few things that truly make Heartspring unique:

- 1. Advanced real-time electronic data collection system**
- 2. A focus on improving student communication with targeted goals and natural opportunities**
- 3. Structured Learning paired with Applied Behavior Analysis**

We also want you to know a little more about who you'll be working with in the Admissions Department.

Kristina Baker has been an integral part of the Heartspring team since the spring of 2003. She is currently the Director of Family Services and Community Outreach but has worn many hats including Admission Specialist, Marketing Coordinator and Coordinator of Outreach Programs. No matter what the title, Kristina has worked hard to give families a place they can look to for help. She uses her friendly personality and passion to connect with people across the country and the world to make them aware of the help Heartspring can give them and their loved ones.

In this packet, you will learn more about the services we provide, as well as the next steps to take, if you decide Heartspring may be a good fit for your child (and family) and want to explore Heartspring further.

Don't hesitate to contact the Admissions Department at 800-835-1043 or admissions@heartspring.org.

We look forward to connecting with you.



Kristina Baker
Director of Family Services and Community Outreach

Heartspring School Admissions Process

There are three basic phases or steps in our admissions process. To do our best to alleviate any confusion and feelings of being overwhelmed, here are the steps you'll be going through.

1. Inquiry

This is where you are now— learning about our program, gathering information, and having discussions with our Admissions Department. The inquiry phase is also a good screening tool for you, as well as for us – to learn your expectations, determine if we are the right program option for your child, and begin a collaborative working relationship with you.

2. Application and Referral

A child can be “referred” to us by a number of different people, but often if there is a school district and/or another funding agency involved, the referral will come from this source. Parents are also welcome to provide us with this information, but may need to be working alongside their child’s school district or other professionals in this process.

To make a “referral” to us, a completed Admissions Application document will need to be submitted, along with various records for our team to review. You will find details about the records we require and additional information about the admissions process in Step 2.

- In general, the additional records we need are from three domains:
 - Education
 - Behavior/Psychology
 - Medical

3. Enrollment

Once your child has been accepted for possible enrollment, a formal acceptance letter is provided via email and/or postal mail.

- If an opening is available: An enrollment date will be offered once funding is confirmed. If an opening is not immediately available, children with confirmed funding are added to our waiting list. It is important to stay in regular contact with the Admissions Department while on the waiting list. Enrollment offers are based on available openings in the classroom and group home, age of the student, and the best available fit according to the child’s strengths, needs, IEP goals, etc. You will find more details about the enrollment process in Step 3.

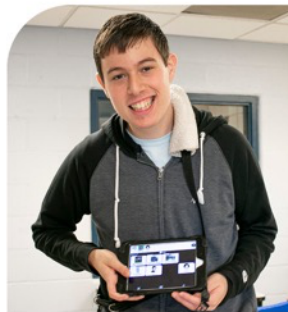
Residential & Day School



Heartspring is a not-for-profit residential and day school serving children with special needs ages five through 22 from across the country. Heartspring's school program is a unique educational setting that encompasses all areas of a student's life including education, residential living, psychological, medical care, and therapies such as speech-language pathology, occupational therapy, and Applied Behavior Analysis (ABA).

"The most significant difference that separates Heartspring from a typical public educational program model is Heartspring's ability to provide true individualized educational programming (IEP) during classroom instruction, vocational training, and community outings."

*- Stephen Perry
Director of Educational Services*



School

Heartspring focuses on individual plans to give students the best chance for success through a variety of tools and hands-on instruction. Heartspring uses advanced technology like an iPod data-collecting app and SMART tables and tablets. Heartspring gives its students a wide variety of tools, which allow them to grow and learn.

Home

Heartspring has 10 group homes, including three off-campus homes for students who have gained additional life skills and require less staff support. In the homes, students learn a variety of skills and activities of daily living such as cooking and laundry. A home coordinator, home coordinator assistant, third-shift supervisors, and paraeducators supervise the group homes.

Competitive Integrated Employment

Heartspring has a unique employment-training curriculum for students who are at least 14 years of age. This curriculum focuses on six key areas: Clerical Skills, Domestic Skills, Food Services, Warehouse/Stocking, Landscaping/Gardening, and Packaging/Assembly. In addition to classroom work, this program has school-based and community-based internships and is designed to prepare students for future employment.



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School Highlights

Augmentative and Alternative Communication

At Heartspring, increasing communication skills is a vital part of each student's program. Augmentative and Alternative Communication (AAC) is used with students who have limited functional communication to help them learn and participate in their educational program and in their community.

iPod Apps

Advanced and custom technologies are utilized to help students and staff maximize learning opportunities. Custom in-house-produced technology also provides a state-of-the-art data collection system that allows professionals immediate access to raw data, graphs, and other student information that help determine progress, show trends and guide programming.

SMART Tables

As part of our technology initiative and accreditation plan, Heartspring School uses SMART tables in the classrooms. SMART tables improve students' means of accessing curriculum and expands students' ability to participate during instructional activities.

Statewide Accreditation

Heartspring has been working diligently to meet a new statewide accreditation process. It's a five-year cycle designed to allow districts the choice to enter the process at different yearly intervals. Heartspring has already put together the processes and structures that are vital to school accreditation and is on the way to a successful beginning towards full accreditation under the new accreditation system for the 2019-20 school year.

Multi-Tier System of Supports

Heartspring has its own Multi-Tier System of Supports (MTSS) created to fit our students. These supports help each child be successful and allow teachers, behavior specialists, and other related service providers make informed decisions. The system reviews strategies that teachers, behavior specialists, APE, speech therapy, and occupational therapy professionals use in the classroom to best meet the needs of the students.



Contact



Kristina Baker

Director of Family Services and Community Outreach

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Residential & Day School

Program Details

The Heartspring School is a private, not-for-profit, residential and day school that serves boys and girls ages 5-22, with special needs. Students come to Heartspring with various disabilities such as autism, communication disorders, hearing and/or vision impairments, and other developmental and intellectual disabilities. The majority of our students also have challenging behaviors.

Reducing Behaviors

Increasing Communication

Gaining Independence

The **primary focuses** of our program are to teach students to be safe, learn functional skills, and become as independent as possible. We design each student's behavioral and educational program based on his or her strengths, challenges, and needs. Programming is implemented in all environments (classroom, home, community) and supported by our psychology, therapy, and medical staff. Each student's program is highly individualized; based on an IEP and behavior intervention plan developed for the student, with active participation of the parents, the sending school district, and any other agency or organization that is involved in the care and treatment of the student.

Each **classroom** has 6-10 students, a board certified special education teacher, and additional paraeducators for direct instructional support. School hours are Monday-Friday from 8:30 a.m. to 3:25 p.m. We feel that students learn in a variety of settings including direct classroom instruction and community-based activities so students participate in many outings and activities.

Upon enrollment, students often begin in the **Intake Classroom** where they receive intensive 1:1 staffing, as well as additional supports for individualized programming and implementation.

Staff from the student's assigned classroom initially focus on building rapport with the student while also receiving hands-on training, allowing students to have a successful transition into their classroom with familiar staff and an established rapport base. Students who start in the Intake Classroom will spend at least three days there and begin their gradual transition at a pace that best accommodates their individual needs.

The Heartspring School has **10 group homes**. There are seven on-campus homes and three off-campus homes. New students typically begin in a home that is on campus. It is very rare for two students to share a bedroom; however, if appropriate, this may be considered.

- Six of the on-campus group homes (G1 - G6) have the capacity to house eight students, each in private bedrooms.
- The newest on-campus group home (G10) has the capacity to house 12 students, each in private bedrooms.
- The off-campus group homes (G7, G8, G9) have the capacity to house four students in private bedrooms.

Each group home is staffed by a Home Coordinator, a Home Coordinator Assistant, and additional



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paraeducators. Staffing ratios in the group homes are similar to the classrooms and are appropriately staffed to meet the needs of all students.

Students eat **breakfast and lunch**, Monday-Friday in the school cafeteria. On evenings and weekends, students eat in the dining room in the group homes.

Heartspring utilizes **certified and credentialed therapists** including 2 occupational therapists, 4 speech-language pathologists, and 1 physical therapist. These therapists provide services to each student in accordance to their IEP. This includes writing goals, providing direct therapy, and training staff members in both the classroom and group home environments to ensure students carry out their goals additional times throughout the day.

The **Applied Behavior Analysis (ABA) Department** consists of 6 professionals:

- 2 Board Certified Behavior Analysts
- 4 Behavior Specialists

These professionals oversee all behavioral programming for students. This includes designing, training on, and implementing the behavior intervention plan and analyzing the behavior data that is taken around the clock.

The **Medical Department** is comprised of a developmental pediatrician, a nurse practitioner, and 4 RNs. The department is also supported by CMAs. In addition, Heartspring consults with a child and adolescent psychiatrist and a pediatric neurologist. The medical staff is on campus, or on-call, 24 hours a day.

Heartspring is **licensed** by the Kansas State Department of Education and the Kansas Department of Children & Family Services. We are also approved by the US Immigration & Custom Enforcement's Student and Exchange Visitors Program (SEVP), giving us the ability to accept international students. Heartspring is also an approved out-of-state residential program in several other states.

A Student's Comprehensive Team



Certified Special Education Teacher



Home Coordinator



Behavior Specialist and Supervising BCBA



Speech Language Pathologist



Adapted Physical Education Teacher



Music and Art Teacher



Occupational Therapist



Director of School Support Services



Developmental Pediatrician



Consulting Child & Adolescent Psychiatrist



Consulting Pediatric Neurologist



Registered Nurse



Contact



Kristina Baker

Director of Family Services and Community Outreach

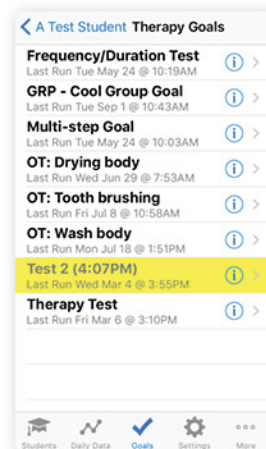
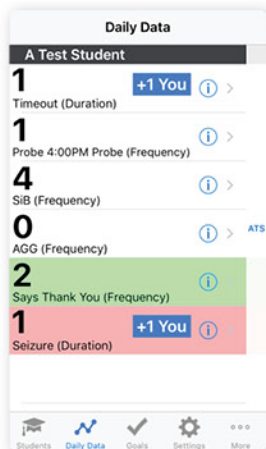
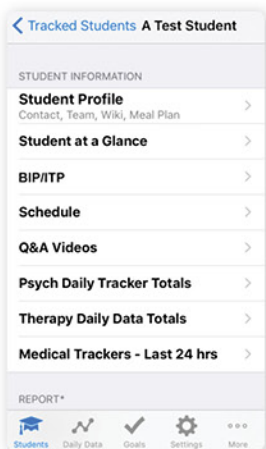
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Data Collection

This real-time data collection system is beneficial to both students and staff. The application opens doors to better communication among team members and makes valuable information accessible by every staff member involved in a child's daily life.

The application is simple to use. Every aspect of a child's day is easily tracked by a series of taps. The data is instantly processed and available for professional staff to analyze. This technology gives direct care staff more time, improves analysis of each individual's education plan and improves effectiveness in programming.



Student Info

Day-to-day information is available for each student. Information from schedules to emergency contacts to Behavior Intervention Plan (BIP) / Individualized Training Plan (ITP) is accessible through this app.

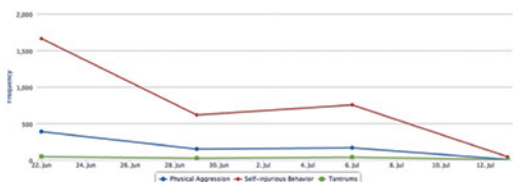
Track Behaviors

Multiple behaviors, like aggression and self-injurious behavior, can be tracked with a simple tap. Positive behaviors are also tracked for communication/speech goals and successful prompts, among others.

Track Goals

Staff can run and track various goals according to each student's Individualized Education Program (IEP). Professional staff can then access data to review progress over a period of time.

Student Behavior Data



Up-to-the-minute data is readily available for each child's team of behavior analysts, therapists, teachers and medical staff to analyze and improve programming. At most organizations, data is tracked by handwritten tally marks, which takes weeks to enter into a computer. This process creates "lag" time where professionals are analyzing old data for student programming. The Heartspring Technology Project has improved efficiency and resulted in better programming for our students.

Sample Student Classroom Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Time
8:00	Breakfast Brush Teeth	Breakfast Brush Teeth	Breakfast Brush Teeth	Breakfast Brush Teeth	Breakfast Brush Teeth	8:00
8:30	Large Group: ELA: Unique Curriculum	MSE: STRUCTURED LEISURE: Address Sensory Needs	MSE: STRUCTURED LEISURE: Address Sensory Needs	MSE: STRUCTURED LEISURE: Address Sensory Needs	Choice Area: STRUCTURED LEISURE: IEP Goals	8:30
9:00	Large Group: Science: Early Science, Mystery Science & Brainpop	Large Group: SPEECH: Language and Social Skills Group	Large Group: ELA: Unique Curriculum	Large Group: ELA: Unique Curriculum	Small Group: SPEECH / OT: IEP Therapy Goals	9:00
9:30	Assessments	Assessments	Technology (computer, iPad or SMART Board): ELA/MATH: ABC Mouse	Technology (computer, iPad or SMART Board): ELA/MATH: ABC Mouse	Assessments	9:30
10:00	S128: Music	Small Group: SPEECH: Therapy w/ Holli 9:50 am Technology (computer, iPad or SMART Board): ELA/MATH: ABC Mouse	Assessments	Large Group: Science: Early Science, Mystery Science & Brainpop	MSE: STRUCTURED LEISURE: Address Sensory Needs	10:00
10:30	1-on-1 Direct Instruction: ELA: Reading Folders	Large Group: Science: Early Science, Mystery Science & Brainpop	Large Group: Science: Early Science, Mystery Science & Brainpop	Assessments	Technology (computer, iPad): MATH: Sheppard Software ABC Mouse	10:30
11:00	Gym: AdPE	1-on-1 Direct Instruction: ELA: Reading Folders	Small Group: SPEECH / OT: IEP Therapy Goals	Independent Area: PRE-VOC: vocational skills	1-on-1 Direct Instruction: MATH: Go Math!	11:00
11:25	Lunch Brush Teeth	Lunch Brush Teeth	Lunch Brush Teeth	Lunch Brush Teeth	Lunch Brush Teeth	11:25
12:00	Large Group: ELA: Story Time (SMART Board) or Small Group: ELA: Story Time (Journeys)	Large Group: ELA: Story Time (SMART Board) or Small Group: ELA: Story Time (Journeys)	Large Group: ELA: Story Time (SMART Board) or Small Group: ELA: Story Time (Journeys)	Large Group: ELA: Story Time (SMART Board) or Small Group: ELA: Story Time (Journeys)	Large Group: ELA: Story Time (SMART Board) or Small Group: ELA: Story Time (Journeys)	12:00

12:30	MSE: STRUCTURED LEISURE: Address Sensory Needs	1-on-1 Direct Instruction: ELA: News-2-You	1-on-1 Direct Instruction: ELA: Reading Folders	Choice Area: STRUCTURED LEISURE: IEP Goals	Independent Area: PRE-VOC: vocational skills	12:30
1:00	Choice Area: STRUCTURED LEISURE: IEP Goals	Large Group: SPEECH: Cooking Group - Therapy	1-on-1 Direct Instruction: MATH: Go Math!	Gym: AdPE	Large Group: SPEECH Therapy: SMART Board	1:00
1:30	Small Group: SPEECH / OT: IEP Therapy Goals	Gym: AdPE	Choice Area: STRUCTURED LEISURE: IEP Goals	1-on-1 Direct Instruction: MATH: Go Math!	1-on-1 Direct Instruction: ELA: Reading Folders	1:30
2:00	Technology: Math / ELA: SMART Table	Large Group: ELA: Unique Curriculum	Technology (computer, iPad or SMART Board): ELA/MATH: Sheppard Software	Technology (computer, iPad or SMART Board): ELA/MATH: ABC Mouse	1-on-1 Direct Instruction: MATH: Fraction Activities	2:00
2:30	1-on-1 Direct Instruction: MATH: Fraction Activities	1-on-1 Direct Instruction: MATH: Math Folders	Independent Area: PRE-VOC: vocational skills	1-on-1 Direct Instruction: ELA: News-2-You	Large Group: ELA: Unique Curriculum	2:30
3:00	On Campus Job: PRE-VOC: (Smash Cans)	On Campus Job: PRE-VOC: (Smash Cans)	On Campus Job: PRE-VOC: (Smash Cans)	On Campus Job: PRE-VOC: (Smash Cans)	On Campus Job: PRE-VOC: (Smash Cans)	3:00

Sample Student Weekday Group Home Schedule

Time	Sunday	Monday	Tuesday	Wednesday	Thursday
3:00	Direct	Snack	Snack	Snack	Snack
3:30	Snack	Independent Leisure	Independent Leisure	Independent Leisure	Wash Laundry /Independent Leisure
4:00	Large Group	Small Group	Outing	Small Group	Outing
4:30	Small Group	Direct		Direct	
5:00	Independent Leisure	Independent Work	Chores	Independent Work	Direct
5:30	Dinner	Dinner	Dinner	Dinner	Dinner
6:00	Independent work	Large Group	Large Group	Large Group	Large Group
6:30	Chores/Wash Laundry	Chores	Independent Work	Chores	Independent Work

7:00	Outing	Outing	Independent Work	Outing	Chores
7:30			Small Group		Small Group
8:00	Independent Leisure	Independent Leisure	Independent Leisure	Independent Leisure	Independent Leisure
8:30	Meds/Evening Routine	Meds/Evening Routine	Meds/Evening Routine	Meds/Evening Routine	Meds/Evening Routine
9:00	Bed	Bed	Bed	Bed	Bed

Sample Student Weekend Group Home Schedule

Time	Friday	Time	Saturday AM	Time	Saturday PM	Time	Sunday AM
3:30	Snack	8:00	Morning Routine	3:00	Direct	8:00	Morning Routine
3:45	Independent Leisure	8:30	Meds	3:30	Snack	8:30	Meds
4:00	Small Group	9:00	Breakfast	4:00	Large Group	9:00	Breakfast
4:30	Direct	9:30	Direct	4:30	Small Group	9:30	Wash Bedding/Chores
5:00	Independent Work	10:00	Outing	5:00	Independent Leisure	10:00	Outing
5:30	Dinner	10:30		5:30	Dinner	10:30	
6:00	Large Group	11:00	Independent work	6:00	Independent Work	11:00	Independent work
6:30	Chores	11:30	Small Group	6:30	Chores	11:30	Small Group
7:00	Outing	12:00	Lunch	7:00	Outing	12:00	Lunch
7:30		12:30	Independent Leisure	7:30		12:30	Large Group
8:00	Independent Leisure	1:00	Large Group	8:00	Independent Leisure	1:00	Independent Leisure
8:30	Meds/Evening Routine	1:30	Chores	8:30	Meds/Evening Routine	1:30	Direct
9:00	Bed	2:00	Outing	9:00	Bed	2:00	Outing
9:30		2:30		9:30		2:30	

Next Steps



Step 1 – CURRENT PHASE

Inquiry



Step 2

Submit Admissions Application

Provide Records

Tour our Campus (may do this in Step 1 if preferred)

Acceptance Letter

Enrollment Date Offer



Step 3

Admissions Process Continues

Enrollment Date