PIR Transportation only applies to Head Start and Head Start blended children. It does not apply to 100% GSRP.

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PIR Question A. 28 Transportation – Steps to add or update child transportation information in ChildPlus. To be updated in November, February and April.

Select a child from your participant list or from Report 2125. (Children’s names are in blue. This is a hyperlink to the child’s record)

Once you have a child selected, choose PIR from the menu bar.



Scroll to bottom of page until you see Transportation. You must edit/change to yes if transportation to and from school is provided. ChildPlus defaults all applicants to No.

Timeline

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Entering the type of Transportation provided.

DMT will enter ‘Yes’ for “Self (transport)” for all Head Start applicants.

Site Supervisors will need to edit/update transportation option as applicable.

To edit the transportation option select a child from your participant list or from Report 2125. (Children’s names are in blue. This is a hyperlink to the child’s record)

Select Application



Scroll to the Agency-Specific Information section



Scroll down until you see these 4 boxes/choices. Choose the appropriate form of transportation getting the child to and from classes. These are pull down menus with a simple Y or N. Only choose 1. Add any notes that apply to transportation.Graphical user interface, application

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To assist you with child names you can run Report 2125 Participant Alphabetical List.

A sample of report 2125 set up is below.

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Choose Preview instead of print. This will allow you to hyperlink to each child’s record.