

# Parent, Family, and Community Engagement Service Plan

Early Head Start Outcome	Baby TALK Model	Baby TALK Critical Concepts	Implementation	Documentation
<p>Family Well-Being</p> <p><i>Parents and families are safe, healthy and have increased financial security</i></p>	<p>Mission: positively impact child development and nurture healthy parent-child relationships during the critical early years.</p>	<p>Building Relationships</p> <ul style="list-style-type: none"> <li>• <i>Open ended questions</i></li> <li>• <i>Pause</i></li> <li>• <i>Make Eye Contact</i></li> <li>• <i>Repeat</i></li> <li>• <i>Avoid judgment</i></li> </ul>	<p>At registration, EHS staff employ relationship-based competencies to listen to families share about their child. Using this discussion to relate the comprehensive services applicable to their child and the entire family.</p>	<p>Intake information, notes identify individual family strengths</p>
	<p>Build a System</p> <p>Screen Every Family</p>	<p>Coming Alongside</p> <p><i>Partnership not advice-giving</i></p>	<p>Family Services continues to engage the family by listening to their “story” to identify needs through the enrollment process.</p>	<p>Additional intake information including the Family Resource Assessment, emails and service area notes.</p>
	<p>Identify the Need</p> <p>Deliver Appropriate Services</p>	<p>Going Where Families Are</p> <p><i>Physically and Emotionally</i></p>	<p>Referrals and wraparound services are mutually decided upon by family and EHS staff to be implemented.</p>	<p>Family case notes in file or ChildPlus</p>
	<p>Deliver Appropriate Services</p>		<p>All staff use the opportunities presented each day to support parental mastery and strengthen relationships with families regarding their safety, health and stability.</p>	<p>A program wide system of shared understanding of family’s goals and progress toward those goals. This may be accomplished through ChildPlus and team meetings</p>
			<p>Staff will provide support/case management to families on an ongoing basis, referring to support services as necessary.</p>	<p>Family case notes/referral information in file or ChildPlus; health information in ChildPlus; workshop sign-ins, parent meeting information/handouts, and Quarterly family survey.</p>

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<p>Positive Parent-Child Relationships</p> <p><i>Beginning with transitions to parenthood, parents and families develop warm relationships that nurture their child's learning and development.</i></p>	<p>Mission: positively impact child development and nurture healthy parent-child relationships during the critical early years.</p> <p>Build a System</p>	<p><i>"Tell me about your baby" Respecting the expertise of families and our willingness/openness to go where families need the conversations to go</i></p>	<p>At enrollment, Family Services transitions the relationship to Education Staff and introduces the family to all staff who will encounter the family on a regular basis. All staff use the opportunities presented each day to support parental mastery and strengthen relationships employing culturally and linguistically responsiveness at each encounter.</p>	<p>Child case notes in file/ChildPlus, child binder information</p>
	<p>Screen Every Family</p>		<p>"Tell me about your baby" will be used to learn from the parent about the child-recognizing the parent as expert and supporting this expertise. Staff will note, express, and encourage the strengths of parents in daily communication.</p>	<p>Child case notes in file/ChildPlus, child binder information</p>
	<p>Identify the Need</p>	<p>Building Relationships</p>	<p>Education staff listen to parents with the goal of understanding the child's needs and parental expectations and goals for their child.</p>	<p>Child case notes in file/ChildPlus, child binder information</p>
	<p>Deliver Appropriate Services</p>	<p>Coming Alongside</p>	<p>Staff will actively engage families in interactions with their children providing opportunities to support mastery.</p>	<p>Outside observations of staff-parent interaction. Anecdotal notes of parent's sharing personal information and requesting support. Increased parental involvement with child.</p>
		<p>Collaboration <i>To work together with other to achieve a common goal</i></p>	<p>The Wellness Coordinator and other staff as appropriate, provide mutually agreed upon comprehensive services. The Family Service Worker staff continues to build a relationship with the family through the partnership agreement and needs assessment process.</p>	<p>Child File, CP, and family partnership and needs assessment documents.</p>

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<p>Families as Lifelong Educators</p> <p><i>Parents and families observe, guide, promote and participate in the everyday learning of their children at home, school, and in their communities.</i></p>	<p>Mission: positively impact child development and nurture healthy parent-child relationships during the critical early years.</p>	<p>“Tell me about your baby”</p>	<p>Staff will engage in ongoing dialogue with parents, recognizing them as experts on their children, in order to learn as much as possible about the influences in the lives of enrolled children and note the value/impact of those relationships.</p>	<p>Child case notes &amp; ChildPlus anecdotal notes focus on strengths of the individual family</p>
	<p>Deliver Appropriate Services</p>	<p>Building Relationships</p>	<p>Staff will engage in ongoing dialogue with parents around their child's development, activities at home, and the time they spend together. Strengthening their connection to the parent and the child.</p>	<p>Child case notes &amp; ChildPlus anecdotal notes focus on strengths of the individual family</p>
	<p>Deliver Appropriate Services</p>	<p>Collaboration</p>	<p>Staff will encourage family participation in all aspects of the program and other community offerings for young children.</p>	<p>Case notes, sign-in sheets for meetings and socializations</p>
	<p>Deliver Appropriate Services</p>	<p>Coming Alongside</p>	<p>On an ongoing basis staff will observe and encourage parent’s attempts at teaching/engaging with their child in a task.</p>	<p>Child case notes &amp; ChildPlus anecdotal notes focus on strengths of the individual family</p>

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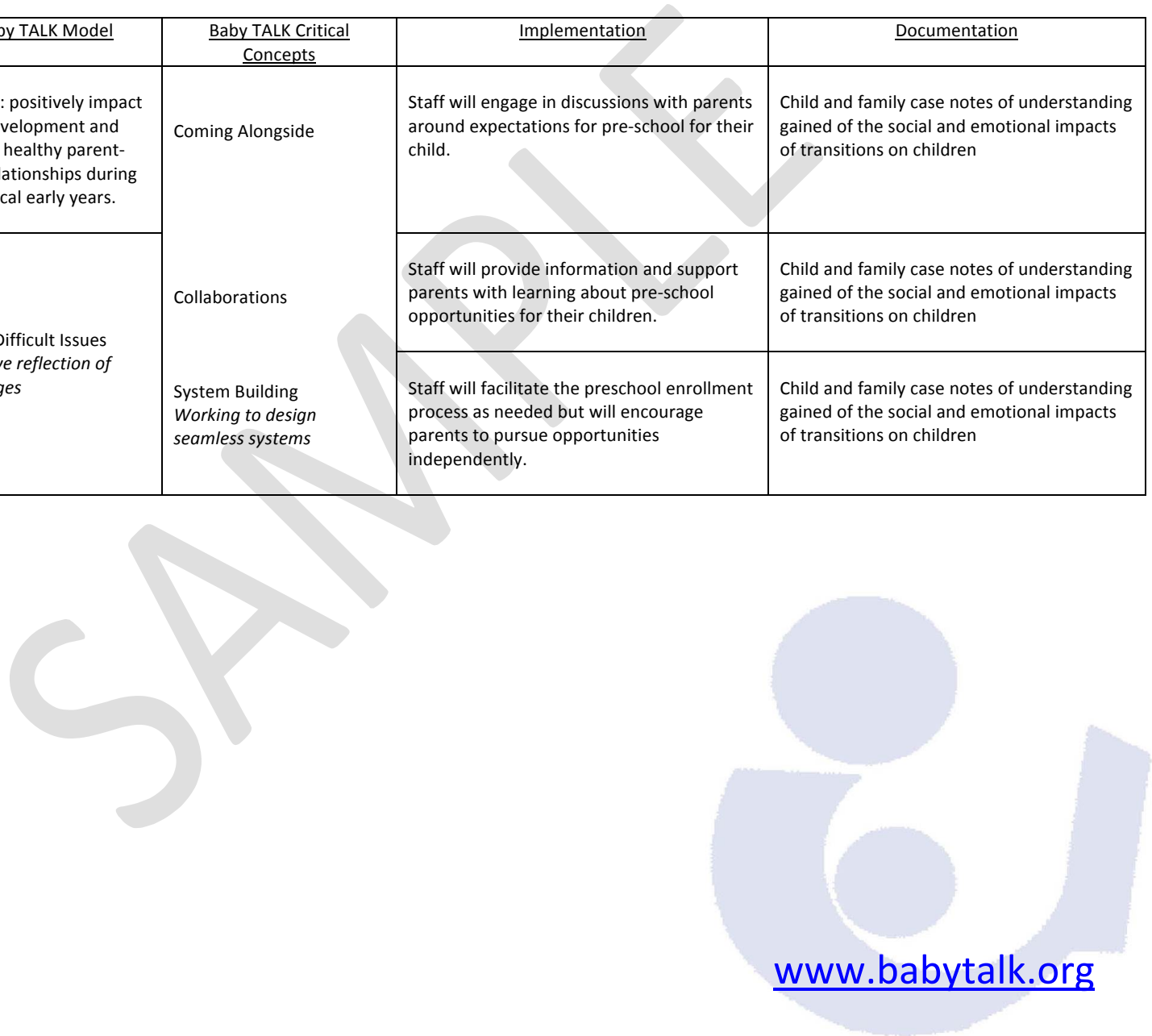
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<p>Families as Learners</p> <p><i>Parents and families advance their own learning interests through education, training and other experiences that support their parenting, careers, and life goals.</i></p>	<p>Mission: positively impact child development and nurture healthy parent-child relationships during the critical early years.</p>	<p>“Tell me about your baby”</p>	<p>Staff will provide support/case management to families on an ongoing basis, having knowledge of and encouraging goal attainment.</p>	<p>Family case notes about the family’s reflection of their strengths</p>
	<p>Deliver Appropriate Services</p>	<p>Building Relationships</p>	<p>Staff will engage in ongoing dialogue with parents around their schedules, work, education, and future aspirations thus strengthening their connection to the parent and the child.</p>	<p>Quarterly status surveys</p>
	<p>Deliver Appropriate Services</p>	<p>Coming Alongside</p>	<p>Staff will be deliberate in acknowledging success and goal attainment for enrolled families.</p>	<p>Family case notes about the family’s reflection of their strengths</p>
	<p>Deliver Appropriate Services</p>	<p>Becoming Ever Better <i>Honoring past experiences and working toward future growth</i></p>	<p>Staff will support and facilitate when possible, families attempts to pursue education and training.</p>	<p>Family case notes about the family’s reflection of their strengths</p>

SAMPLE



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<p>Family Engagement in Transitions</p> <p><i>Parents and families support and advocate for their child's learning and development as they transition to new learning environments, including EHS to HS, EHS/HS to other early learning environments, and HS to kindergarten through elementary school.</i></p>	<p>Mission: positively impact child development and nurture healthy parent-child relationships during the critical early years.</p>	<p>Coming Alongside</p>	<p>Staff will engage in discussions with parents around expectations for pre-school for their child.</p>	<p>Child and family case notes of understanding gained of the social and emotional impacts of transitions on children</p>
	<p>Facing Difficult Issues <i>Proactive reflection of challenges</i></p>	<p>Collaborations</p>	<p>Staff will provide information and support parents with learning about pre-school opportunities for their children.</p>	<p>Child and family case notes of understanding gained of the social and emotional impacts of transitions on children</p>
		<p>System Building <i>Working to design seamless systems</i></p>	<p>Staff will facilitate the preschool enrollment process as needed but will encourage parents to pursue opportunities independently.</p>	<p>Child and family case notes of understanding gained of the social and emotional impacts of transitions on children</p>



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<p>Family Connections to Peers and Community</p> <p><i>Parents and families form connections with peers and mentors in formal or informal social networks that are supportive and/or educational and that enhance social well-being and community life.</i></p>	<p>Mission: positively impact child development and nurture healthy parent-child relationships during the critical early years.</p>	<p>Building Relationships</p>	<p>Staff will provide socialization opportunities for all enrolled families on an ongoing basis.</p>	<p>Socialization sign-in sheets, monthly calendar, family case notes reflect the connection made with other families to exchange knowledge and resources</p>
		<p>Going Where Families Are</p>	<p>Staff will organize socializations in diverse locations within the community to provide enrolled families with opportunities to engage with peers.</p>	<p>Socialization sign-in sheets, monthly calendar, family case notes reflect the connection made with other families to exchange knowledge and resources</p>
		<p>Parallel Process <i>At every level of relationship, the same processes occur and the same strategies work</i></p>	<p>As opportunities for parents connecting are provided, children will simultaneously spend time with peers, enhancing their social and emotional development.</p>	<p>Socialization sign-in sheets, monthly calendar, family case notes reflect the connection made with other families to exchange knowledge and resources</p>
		<p>Collaboration</p>	<p>Program will advertise, promote and facilitate enrolled families participating in appropriate community events.</p>	<p>Program Calendar, flyers</p>

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<p>Families as Advocates and Leaders</p> <p><i>Parents and families participate in leadership development, decision-making, program policy development, or in community and state organizing activities to improve children's development and learning experiences.</i></p>	<p>Mission: positively impact child development and nurture healthy parent-child relationships during the critical early years.</p>	<p>Systems Building</p>	<p>Staff will work with parents to set goals for their child's development and further learning beyond current program.</p>	<p>Child binders, case notes</p>
	<p>Parallel Process</p>	<p>Collaborations</p>	<p>Staff will encourage parents to participate in parent meetings, health advisory council, attend policy council to share their knowledge and lend their expertise in program decision-making.</p>	<p>Sign-in sheets, minutes</p>
		<p>Facing Difficult Issues</p>	<p>Staff will inform parents of policies that impact programming on an ongoing basis and use parental input in the planning process.</p>	<p>Meeting minutes, handouts</p>
		<p>Becoming Ever Better</p>	<p>Staff will encourage parents to take the lead in advocating for their children, for programming that impacts their families, and for services that benefit the community.</p>	<p>Meeting minutes, handouts</p>