Family Days for Head Start

POLICY/APPROACH:

Family Days will be offered 2-4 times per year at each center. They provide an opportunity to include family members in the classroom experience, and to collaborate with them in supporting their child’s education and school readiness. Family Day supports and strengthens parent-child interactions through fun and learning. Families learn about early development and how to help their children succeed.

HEAD START PERFORMANCE STANDARDS

1302.52(a) A variety of opportunities must be created by grantee and delegate agencies for interaction with parents throughout the year.

1302.34(b) (1) Early Head Start and Head Start settings must be open to parents during all program hours. Parents must be welcomed as visitors and encouraged to observe children as often as possible and to participate with children in group activities. (The participation of parents in any program activity must be voluntary, and must not be required as a condition of the child's enrollment.) 1302.15(f)
1302.34(b) (5)/1302.51(b) (4)(A) Grantee and delegate agencies must provide parents with opportunities to participate in the program as employees or volunteers.

1302.51(b) Parenting Skills, knowledge

PROCEDURES

1. Each class will have two to four Family Days each year, one of which will be the year-end celebration.

2. Family Day will be at least one hour long. 2-4 hours is the preferred schedule.

3. Family Day will involve one classroom at a time.
4. If Family Day takes place on a regularly scheduled class day, it must contain all the services normally provided for a Head Start day.

   A. On Family Day, children attend school for their regular 4 hour day. Parents are expected to have their child attend for the full day even if Family Day does not occupy the entire class day.

   B. No child will be excluded from participating in Family Day because his / her parent will attend.

   C. Meals will include all CACFP meal components, and be coordinated in advance with the cook.

   D. Planning will be coordinated with the Site Manager and center staff at least one month in advance.

   E. Weekly attendance sheets shall reflect only the regular number of enrolled children and the Head Start staff that normally eat meals. Additionally, family members and guests are fed with Family day funds and are not reimbursable. Food receipts are to be clearly marked and items identified accordingly.

   F. Family members need to sign the parent meeting/training attendance roster

If all of the above criteria are met the event is considered a school day and reflected as such on the attendance sheet.

5. If Family Day will be in addition to the four regularly scheduled class days in that week, it may be any length the center team feels appropriate and for which sufficient activities have been planned.

**FOOD GUIDELINES**

1. If Family Day is held during regular Head Start hours the meals will need to meet all of the CACFP meal components.

2. If the event is scheduled in addition to the regular class day nutritious snacks and beverages will be served, not meals.

3. If the Family Day is not held during regular Head Start hours, no money is reimbursable through the CACFP program.

4. The food service budget is $3.00 per enrolled child at that center for each of the four potential events (i.e. $12 per child per program year; $240 per class of 20 children per program year). This amount is in addition to the normal CACFP funds available for that child. Cooks may spend less, but not more, than this amount.

5. Paper products for food service may be purchased with the Family Day budget. Decorations and non-food items may not come out of this budget.