

# Recommended Roles and Responsibilities for Supporting School, Family and Community Partnerships

## Early Childhood Programs

### 1. Policy

School-based programs should follow guidelines for schools. Other early childhood programs should develop a policy that outlines the commitment to and intentions for school, family involvement *and* a plan to take action on this policy.

#### ***Essential Practices***

- Include parents, teachers, administrators and community representatives in writing and implementation of the center policy and plan.
- Review policy and plan annually.

### 2. Staffing

Assign an individual to coordinate activities, professional development, and facilitate the development and implementation of the plan.

#### ***Essential Practices***

- Coordinator ensures all staff have received school, family and community partnerships training.
- Coordinator assists classroom teachers daily with issues and questions with families.
- Coordinator acts as an extra supportive resource for families, along with their own child's classroom teacher.

### 3. Funding

Budget funds for the development and implementation of the plan.

#### ***Essential Practices***

- Build local partnerships to provide resources to support center strategies.

### 4. Educator Competency

Ensure all teachers and administrators have up-to-date training in effective engagement of families.

#### ***Essential Practices***

- Seek out training opportunities that will equip teachers, parents and community members for working together collaboratively.
- Embed professional development on school, family and community partnerships into school practices.
- Align professional development to school, family and community partnership needs and strategies.
- Offer parent and community leadership and school improvement participation training.



## 5. Research and Evaluation

Create an evaluation plan to track the effectiveness and impact of school, family and community partnerships plan.

### ***Essential Practices***

- Collect and analyze data on program implementation, such as the quantity and quality of programs and who was reached by the program.
- Collect and analyze data that lets you know if the program is having the desired lasting impact

## 6. Tools and Products

Provide teachers with the tools they need to partner effectively with families and support the learning connection between home and school.

### ***Essential Practices***

- Ensure that teachers and administrators are easily accessible to parents.
- Provide teachers with tools to use with families as they develop home-school relationships to support learning and healthy development.

## 7. Community Connections and Relationships

Partner with other agencies, schools and community groups to reach families of young children.

### ***Essential Practices***

- Partner with local health care providers and other community agencies to reach out to families of young children with information about local early childhood learning opportunities.
- Partner with local schools for positive transition services for children and families.
- Partner with local businesses and community organizations to provide a comprehensive system of learning supports for families.