

**HIGHLAND RIM ECONOMIC CORPORATION,
HEAD START PROGRAM
WRITTEN PLANS
PROGRAM YEAR 2009-2010
EDUCATION**

OBJECTIVE #1: To ensure that children gain the skills and confidence necessary to succeed in their present environment and with later responsibilities in school and life.

JUSTIFICATION AND APPROACH

Following Performance Standard 1304.21 (a)

The child's development and education must be developmentally and linguistically appropriate, recognizing that children have individual rates of development, different learning styles and different cultural background.

The program will be inclusive of children with disabilities, incorporating Individualized Education Plan (IEP) or Individualized Family Service Plan (IFSP).

The environment will accept, support and respect gender, culture, language, ethnicity and family composition and diversity.

The Education Staff will provide a balanced daily program of child-initiated and adult directed activities.

The toilet facilities will be used by the children when it is developmentally appropriate.

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OBJECTIVE #1: To help children gain the skills and confidence necessary to succeed in their present environment and with later responsibilities in school and life.

TASKS	BEGINNING DATE	DATE COMPLETED	STAFF RESPONSIBLE
Each child will be screened within the 45 days of initial enrollment.	July	June	Education staff All Managers
Each child will have a developmental and social/emotional assessment.	July	June	Education staff Education Manager
Ongoing individual assessment, in the form of observation notes , will be completed in accordance with Creative Curriculum.net .	July	June	Education staff Education Manager
Classroom items will be labeled in the languages of the children.	July	June	Education staff Education Manager
All children with disabilities will have an IEP.	July	June	Education staff Education Manager Health/Disability Manager
Multi-cultural classroom items will be supplied.	July	June	Education staff Education Manager
Child-directed activities will dominate the child's day, 75% of the activities planned will be child-directed.	July	June	Education staff Education Manager

TASKS	BEGINNING DATE	DATE COMPLETED	STAFF RESPONSIBLE
Individual children will be allowed to use the rest room when needed. Toilet training will be encouraged when developmentally appropriate	July	June	Education staff Education Manager

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OBJECTIVE #2: To invite parents to be involved in the development of the program curriculum and approach to the child's development and education.

JUSTIFICATION AND APPROACH

Following Performance Standards 1304.21 (a)(2)(i)

Head Start parents are involved in the development of the curriculum and the approach to the child's development.

Parents will share with staff opportunities to increase their **child** observation skills.

Parents will be encouraged to participate in staff-parent conferences and home visits to discuss their child's development and education.

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OBJECTIVE #2: To invite parents to be involved in the development of the program curriculum and approach to the child's development and education.

TASKS	BEGINNING DATE	COMPLETION DATE	STAFF RESPONSIBLE
Head Start parents are involved in the development of the program curriculum by being asked for input at the parent meeting.	July	June	Education Staff Education Manager Family Service Manager
Head Start parents are involved in the development of the program curriculum by being asked for theme related activities weekly	July	June	Education Staff Education Manager
Parents will have opportunities through parent training and monthly newsletters. Parent training questionnaires will be used to plan work shops and training sessions.	July	June	Education Staff Education Manager Family Service Manager
Parents and staff will be trained in positive behavior management and discipline with emphasis on self-esteem. A qualified facilitator will conduct this training.	July	June	Education Manager Family Service Manager Health/Disability Manager
Parents and staff will receive training on the personal safety curriculum being used in the centers.	July	September	Family Service Manager
Parents and staff will receive training in the area of child abuse prevention.	July	September	Education Manager Family Service Manager

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OBJECTIVE #3: To enhance each child's strengths with trust and independence. To develop self-control, respect for the feelings of others, and supporting language and cultural differences. To support the child's health and well-being.

JUSTIFICATION AND APPROACH

Following Performance Standards 1304.21 (a)(3)

Head Start will support social and emotional development by building trust and fostering independence.

Teachers will help the children learn self-control by setting clear, consistent limits and by having realistic expectations.

Teachers will encourage the children to respect the feelings and rights of others while respecting the language, cultural and family composition of each child in ways that support the child's health and well-being.

Transitions are planned and built into the daily schedule for routine that will support emotional stability in the children. The transition activities will give the children opportunities to have a variety of changes.

The child's transition and routine will be met according to his/her needs.

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OBJECTIVE #3: To enhance each child’s strengths with trust and independence. To develop self-control, respect for the feelings of others, and supporting language and cultural differences. To support the child’s health and well-being.

TASK	BEGINNING DATE	COMPLETION DATE	STAFF RESPONSIBLE
Education staff will build trust and foster independence by providing developmentally appropriate room arrangement and activities.	July	June	Education Staff Education Manager
Education staff will help children learn self-control by setting clear, consistent limits and by having realistic expectations.	July	June	Education Staff Education Manager
Education staff will expose children to ways of respecting other’s feelings and rights; other language, cultural and family compositions through lesson plans, feeling , cultural diversity and mental health curriculum “ <u>As I Am.</u> ”	July	June	Education Staff Education Manager Health/Disability Manager
Education staff will support the child’s health and well-being by completing a health and safety check-list of facilities and playgrounds, provide health and safety classroom activities, and field trips to hospital doctors offices and health departments.	July	June	Education Staff Education Manager
Allow enough time for transition from one activity to another.	July	June	Education Staff Education Manager

TASK	BEGINNING DATE	COMPLETION DATE	STAFF RESPONSIBLE
Write a daily schedule that includes predictability and repetition.	July	June	Education Staff Education Manager
Children will be given transition time: telling them what is happening and what will be happening next.	July	June	Education Staff Education Manager
Children will help with clean-up time between activities.	July	June	Education Staff Education Manager
Waiting time between activities should be short.	July	June	Education Staff Education Manager

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OBJECTIVE # 4: To provide assistance to the development of each child's cognitive and language skills.

JUSTIFICATION AND APPROACH

Following Performance Standard 1304.21 (a)(4)

The child's language and cognitive development can be progressed by experimentation, inquiry, observation, play and exploration.

The child's self expression is shown through art, music, movement and dialogue.

The Teacher/Mentor is responsible for assisting teaching staff in classroom observation and child development.

Education Staff promote interaction and language use between children and adults. Staff also support literacy and numeracy development through materials and activities according to the developmental level of each child.

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OBJECTIVE # 4: To provide assistance to the development of each child’s cognitive and language skills.

TASK	BEGINNING DATE	COMPLETION DATE	STAFF RESPONSIBLE
Education Staff will support the child through various strategies by experimentation, inquiry, observation play and exploration. The learning centers will include “hands on” approach to learning.	July	June	Education Staff Education Manager
The child’s self-expression is shown through art, music, movement and dialogue. The outdoor environment is an extension of the classroom: art easel, music and movement under the trees, stories being read on a sunny day.	July	June	Education Staff Education Manager
Education Staff will encourage language between children and adults through Creative Curriculum as well as finger plays, music, large and fine motor, dialogue of book, language experience stories, and during meals and center play.	July	June	Education Staff Education Manager
Education Staff will use developmentally appropriate curriculum to support literacy and numeracy according to the development of each child. Different levels of materials are available to all children at all times. Children are provided with material that will challenge as well as provide entertainment.	July	June	Education Staff Education Manager
TASK	BEGINNING	COMPLETION	STAFF

Revised 11/04/08

	DATE	DATE	RESPONSIBLE
Teacher/Mentor will assist teaching staff in maintaining individual patterns of learning.	July	June	Teacher/Mentor Education Staff Education Manager
Assist teachers in helping children develop a foundation for school readiness, and later school success by developing age appropriate skills in literacy, numeracy, reasoning, problem solving, and decision making by goal setting and goal achievement.	July	June	Teacher/Mentor Education Staff Education Manager
Establish goals and objectives to establish individualization of success and growth of each child.	July	June	Teacher/Mentor Education Staff Education Manger
Mentor for Early Literacy	July	June	Teacher/Mentor Education Manager

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OBJECTIVE # 5: To promote each child's physical development of gross and fine motor skills. To provide an appropriate environment and adult guidance of children with special needs.

JUSTIFICATION AND APPROACH

Following Performance Standards 1304.21 (a)(5)

Children's physical development is promoted by gross and fine motor skills by providing sufficient playtime, indoor and outdoor space and equipment for gross and fine motor skills.

Education Staff will also provide an appropriate environment and adult guidance for the participation of children with special needs.

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OBJECTIVE # 5: To promote each child’s physical development of gross and fine motor skills. To provide an appropriate environment and adult guidance of children with special needs.

TASK	BEGINNING DATE	COMPLETION DATE	STAFF RESPONSIBLE
Classrooms will be arranged according to the model suggested by the Child Development Accreditation (CDA), to meet each competency requirement.	July	June	Education Staff Education Manager Teacher/Mentor
Education Staff will provide sufficient playtime, for inside and outside space with adult guidance.	July	June	Education Staff Education Manager
Education Manager will provide developmentally appropriate equipment and supplies for fine and gross motor activities.	July	June	Education Staff Education Manager
Special needs children will be provided with the appropriate environment and adult guidance according to the child’s IEP (Individual Education Program).	July	June	Education Staff Education Manager Health/Disability Manager

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OBJECTIVE # 6: To develop age appropriate literacy, numeracy, reasoning, problem-solving and decision making skills, which form a foundation for school readiness and later school success.

JUSTIFICATION AND APPROACH

Following Performance Standards 1304.21(c.)(1)

Each child's individual pattern of development and learning is supported by the program.

Support each child's individual development and learning styles by encouraging each child to organize his or her experiences. Develop age appropriate literacy, numeracy, reasoning, problem solving and decision making skills.

Education Staff will integrate all aspects of health, nutrition, and mental health services into program activities.

The program's environment will help develop emotional security and familiarity in social relationships.

Head Start enhances each child's understanding of self, individually and as a group member.

The Education Staff will assist children to develop feelings of competence, self-esteem, and positive attitude toward learning. This can be developed in individual and small group experiences both indoors and outdoors.

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OBJECTIVE # 6: To develop age appropriate literacy, numeracy, reasoning, problem-solving and decision making skills, which form a foundation for school readiness and later school success.

TASK	BEGINNING DATE	COMPLETION DATE	STAFF RESPONSIBLE
Education staff will use screening and assessment tools to develop each child's individual development plan.	July	June	Education Staff Education Manager
Education staff will write cc.net observations following Creative Curriculum goals and objectives.	July	June	Education Staff Education Manager Teacher/Mentor
Education staff will encourage each child to organize his/her experiences, to understand concepts, to develop literacy, numeracy, reasoning, problem solving and decisions making skills. The children will have the opportunity to use varying levels of materials that are developmentally appropriate.	July	June	Education Staff Education Manager Teacher/Mentor
Education staff integrate in the weekly planning forms: health, nutrition, and mental health services into the classroom activities.	July	June	Education Staff Education Manager Health/Disability Manager
Education staff will use the <u>As I Am</u> curriculum to develop the child's mental health, self-esteem, feelings of confidence, and a positive attitude.	July	June	Education Staff Education Manager Health/Disability Manager

TASK	BEGINNING DATE	COMPLETION DATE	STAFF RESPONSIBLE
Use the “hands on” approach to learning. These strategies are experimental, inquiry, observation play and exploration.	July	June	Education Staff Education Manager Health/Disability Manager

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OBJECTIVE # 7: To promote and support children's learning and developmental progress based on the observation and ongoing assessment of each child.

JUSTIFICATION AND APPROACH

Follow Performance Standard 1304.21 (c) (2)

Education Staff will plan learning activities based on **the ongoing Creative Curriculum assessment tool** that will help children develop socially, intellectually, physically, and emotionally.

The Education Staff will be responsible for administering the developmental screening and the assessment within 45 days of enrollment.

Classroom activities will enhance the children's understanding of themselves.

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OBJECTIVE #7: To promote and support children learning and developmental progress based on the observation and ongoing assessment of each child.

TASKS	BEGINNING DATE	COMPLETION DATE	STAFF RESPONSIBLE
Education Staff will do an initial screening and assessment on each child during the first 45 days after enrollment.	July	June	Education Staff Education Manager
Individualized reports will be used to complete weekly planning forms to ensuring each child receives individual observations.	July	June	Education Staff Education Manager
Individual assessments, in the form of observation notes, will be completed daily.	July	June	Education Staff Education Manager
Each child will have an individual plan generated by assessment software. Objectives will be reviewed with individual children and small group on a daily basis.	July	June	Education Staff Education Manager
All children with disabilities will have an IEP (individual education plan).	July	June	Education Staff Education Manager Health/Disability Manager
Each child will have an ongoing developmental and social/emotional assessment to document development.	July	June	Education Staff Education Manager