

HEAD START of LANE COUNTY Program Information Guide 2017 ~ 2018 School Calendar





Ensuring that Our Youngest Children Have a Solid Foundation for Life

Head Start promotes school readiness by providing a quality comprehensive educational program for preschool children throughout Lane County.

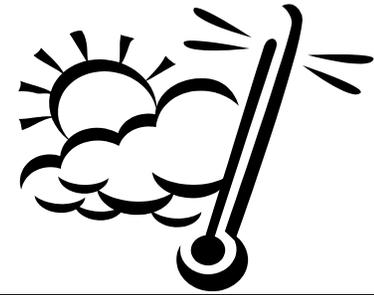
We believe that:

- Parents are a child's first and most influential teacher. Parents are the lifelong teachers of their children and their strongest advocates. Information about children is crucial in planning meaningful, relevant experiences and activities addressing children's strengths, interests and development.
- Young children are active learners who learn best by exploring their environments and engaging in activities that are concrete and relevant.
- Learning about you and your needs, and goals helps us connect you with peers and your community. Together we can work on your goals and dreams for your future.
- Safe and healthy children are a shared community responsibility.

Head Start offers many supports for the entire family. Take advantage of the many opportunities offered by Head Start. Your program staff will keep you informed of these activities.

Family Fun Month
Happiness Month

AUGUST 2017



Beginning Literacy

You play an important part in helping your child develop a love of reading. There are many simple things you can do at home to provide your child with experiences that support reading.

- Balance TV time with active play time.
- Get a library card and check out books and other material regularly. Read out loud to your child often.
- Make up stories together. Look at books and magazines and discuss them. Read to your child at least five minutes a day.
- Use a whiteboard for family messages.
- Learn some rhymes. Rhymes help children identify words that sound alike. Sing simple songs.
- Play a "word of the day" game. Let your child pick a word and try to use the word in different ways all day.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
<p>What is one to do in the heat of summer? Have a picnic, read a book, check the newspaper for community events, free concerts, eat ice cream and stay cool in the shade!</p>						
6	7	8	9	10	11	12
		Policy Council				
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Partners in Education

Fathers

Head Start believes:

- All fathers/father figures can be contributors to the well-being of their children through simple everyday interactions.
- Parents are partners in raising their children, even when the parents do not live in the same household.
- Fathers/father figures play diverse roles that are related to cultural and community norms.
- Men should receive the information and support to help them be the best father they can be for their young children.
- When dads enjoy reading with kids, kids develop a love for books.



Families

Families help to prepare children for success in school and in life. To help you prepare your child for school, remember:

- You are your child's first and most important teacher.
- Each day your child is learning as you talk, play and work together.
- Your child will learn by doing and having new experiences.

Your child will develop at his or her own rate. You can help promote your child's school readiness by:

- Making sure your child arrives at school on time, every day!
- Making sure there is someone to receive your child at the end of class time.
- Dressing your child for the weather as we do daily outdoor activities. (rain coats & boots!)
- Keeping your child home if he or she is not feeling well.
- Talking to staff about any concerns you have.
- Encouraging your child to do their best.
- Sharing concerns and ideas during home visits.

Back to school!



SEPTEMBER 2017

Start the school year off right!

- Get ready for a new routine and schedule.
- Dress your child for active play and the weather of the day.
- Children require 8-10 hours of sleep each night to function best. Make sure your child has a nutritious meal before school.
- If you are having difficulty finding a doctor or dentist to meet your needs, let Head Start staff know. They can assist you!
- Make an appointment at Women Infant Child Nutrition program (WIC) for a nutrition assessment, free of charge!

Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Ask your child about school and what they did!						1	2
3	4	5	6	7	8	9	
10 Grandparent Day	11	12 Policy Council	13	14	15 Step Family Day	16	
17	18	19	20 First Day of Autumn	21	22	23	
24	25	26	27	28	29	30	

No matter your age,
family situation or ability
to pay - Community
Health Centers is your
partner in affordable
healthcare.
541-682-3550

Policy Council Means Parent Leadership

If you are interested in leadership, then Policy Council is for you. You will be elected by your peers to represent your classroom. You will be trained in your role and will receive some financial support to help offset the cost of childcare and gas for attending monthly meetings.

Policy Council reviews and approves:

- Recruitment plans
- Policies and procedures
- Hiring and terminations
- Budgets
- Grant requests

Why would I want to join?

- To have your participation reflected on your resume
- To learn leadership skills
- To attend trainings and share information with others
- To provide input on parent concerns
- To be a state representative (elected position)
- To serve on several different committees
- To review program policies, goals and budget
- To learn more about your community and what Head Start has to offer
- To network with and get support from other parents
- To help advocate for the needs of young children in your community
- To plan fun family events



OCTOBER 2017

Family Support
Coordinators will
help with resources
and referrals

Immunizations

Are your child's immunizations up to date?
For the best schedule consult your health
care professional. The standard childhood
vaccines are:

Hepatitis B—3 doses. This protects
against chronic inflammation of the liver.

DTap—5 doses. This stands for Diphthe-
ria, tetanus and pertussis (whooping
cough)

Hib—4 doses. This protects against infec-
tions of the blood, brain, joints or lungs
(pneumonia)

Polio—4 doses. This protects against Polio.

PCV13—4 doses. This protects against
infections of the blood, brain, joints, inner
ears or lungs (pneumonia)

Rotavirus—3 doses. This protects against
Rotavirus diarrhea and vomiting.

Influenza- 2 doses. Protects against the
flu and complications.

MMR—2 doses. Protects against measles,
mumps and rubella (German measles).

Varicella—2 doses. Protects against
chickenpox.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10 Policy Council	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Healthy Habits Begin at Head Start

Head Start believes in developing habits for healthy living. Each classroom day will include:

- Two healthy meals (breakfast, lunch, snack)
- Times for active movement and play
- Washing hands and other ways to limit the spread of germs
- Tooth-brushing and dental health activities

In addition:

- If your child has dietary concerns, let us know.
- We would also like to know your child's favorite foods. Please make suggestions about your family's favorite food and cultural preferences.
- Do a cooking project in the classroom and we can provide the ingredients.

We serve

**Healthy fat, low
sugar foods!**

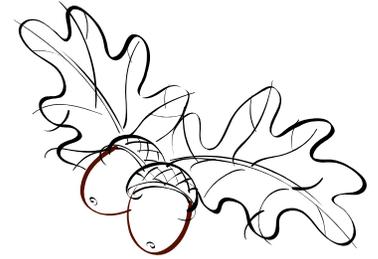
**A variety of foods
to
encourage children
to try new foods!**

Well balanced meals!



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NOVEMBER 2017



Holidays & Head Start

- Remember that time spent with your children is a gift of love.
- We find common ground to celebrate about seasons, achievements, milestones, etc.
- We use celebrations as an extension of learning.
- Talk with staff. Sharing and planning makes celebrations easier for everyone in Head Start and Early Head Start.
- Don't over spend on gift items, consider making them instead.
- Find out about food box resources for holiday help for your family.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Create your own family traditions!						
5	6	7	8	9	10	11
Daylight savings ends						Veterans Day
12	13	14	15	16	17	18
		Policy Council				
19	20	21	22	23	24	25
				Holiday Thanksgiving	Holiday	
26	27	28	29	30		

Transportation

If transportation is offered, here are a few things to know:

- No transportation is available at Full Day.
- Be on time to meet the bus for pick up and drop off.
- Walk your child to and from the bus for safety.
- Call the Regional Assistant to update information, or if you have an emergency.
- For drop off at a childcare provider, the provider must be on your child's bus route.
- Only people listed on the "emergency contact" form can take your child from the bus. Keep us informed of changes right away!
- We will call you if your child is not picked up from the bus. If we cannot reach you, we will take your child back to the center or office. If we can't reach emergency
- Contacts or staff cannot stay, your child will be taken to the local police station.
- Repeated problems at pick up or drop off could result in a meeting with the Transportation Manager and your child being denied transportation.
- No food, animals, weapons, backpacks or glass containers are allowed on the bus.





DECEMBER 2017



The Power of Outdoor Play

- Studies show that fresh air can reduce the spread of colds and germs.
- The USDA recommends children move at least 60 minutes daily, and 30 minutes for adults. Activity will help your child grow into an active healthier adult.
- Fall and winter play presents wonderful opportunities for children: observe/collect leaves and pine cones, make footprints and build things out of leaves and snow.
- At home, you can feed the birds by hanging apples, popcorn strings or pinecones rolled in peanut butter.
- Go for a nature walk, go sledding, or shovel and dig in the snow. Make snow angels or go on a treasure hunt.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12 Policy Council	13	14	15	16
17	18	19	20	21 First Day of Winter	22	23
24/31	25 Holiday	26	27	28	29	30

Your Child's Health

Your child's health is important to his/her educational growth. Being healthy and happy makes learning easier.

Head Start screens hearing, vision, height, weight and many development areas to ensure your child's growth and development is on track. If a concern arises the Health Consultant, a registered nurse, may contact you to discuss it.

Safe and healthy families are a community responsibility. Partnerships in the medical and dental field means that you and your child can receive help. A resource and referral system ensures that community connections are made for you and your child



If your child is sick at school, we will call you to pick up your child. These are some signs you should keep your child home from school:

- An oral temperature over 101 or 100 if taken under the arm.
 - A painful red throat, even if no fever is present.
 - A deep hacking cough.
 - Severe congestion.
 - Difficulty breathing or untreated wheezing (call your doctor).
 - An unexplained rash.
 - Vomiting (more than one time in 24 hours).
 - Diarrhea (runny, watery, or *bloody stools. *this may be serious, see your doctor immediately).
 - Complaints of a stiff neck/headache with one or more of the above symptoms. (call your doctor)
- Thick, green drainage from the nose, along with sinus pressure, fever or tiredness.
 - Yellow discharge from the eyes.
 - An unusual yellow coloring to the skin or eyes (call your doctor).
 - Cuts or openings on the skin that are pus-filled or oozing (bring doctor's note before returning to school and keep sores covered).
 - Lice or nits in hair .
 - A contagious disease. If you know or suspect your child has a contagious disease, call the teacher and call your Doctor.

JANUARY 2018

**National Thank-
You Month
Write one Today**

Employment Opportunities

Employment information is available on-line at www.hsolc.org under the JOBS link (select current openings). Job openings are also often posted at your Head Start site and in local newspapers, craigslist. Please check job descriptions for education and experience requirements.

Head Start offers a dedicated computer for job search and on-line employment applications at the central office. We highly encourage you to complete a Head Start of Lane County employment applications on-line!

Parents can learn interviewing tips and skills by joining a hiring/interview panel. Not only do you gain valuable experience by participating on the hiring panel, you will receive a childcare stipend (\$3.00 per child/hour). Contact the Human Resource Department at 541-747-2425.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9 Policy Council	10	11	12	13
14	15 Holiday Martin Luther King's birthday	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	<i>Immunization exclusion happens in February Schedule immunization appointments now</i>		

More Services

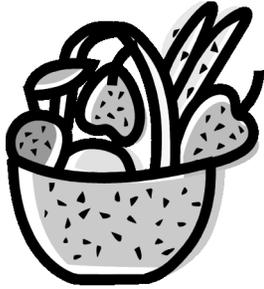
Disabilities Services

- All children receive a developmental screening to identify any possible need for additional services (speech, hearing, motor skills, social/emotional skills and/or thinking/problem solving skills).
- If children are eligible for additional services, Early Childhood CARES works with classroom staff to provide the services.
- An Individual Family Service Plan (IFSP) ensures that the child's individual needs are supported within the activities and curricula of the Head Start classroom.



Mental Health

- All children have a social/emotional screening to identify any possible need for services (skill-building, emotional identification, behavior support, counseling services).
- Head Start contracts with community mental health providers to provide support to classrooms and families.
- Community mental health providers scheduled visits are posted at the site so that families can access services and meet with the mental health professional.
- Parents/guardians can request a mental health observation/consultation for their child. Your teacher can assist you with this request.



FEBRUARY 2018

*Submit your favorite recipe to the
Food Service Manager—
It could become a part of the Head
Start monthly menu!*

Early Nutrition Habits

Many people's taste buds enjoy sweet flavors. Children need to be offered non-sweet foods to learn to like them. It takes time to develop new tastes so be patient!

You may need to offer a new food as many as 15 times before your child is willing to try it. Your child needs to see you eating the same food. If you don't bribe, beg or pressure, your child will eventually try a new food.

We encourage fresh fruits and vegetables in many creative ways.

Check out these books with your child.

- I Will Never Eat a Tomato by L. Child
- Jamberry by B. Degen
- Growing Vegetable Soup by L. Ehlert
- The Edible Pyramid by L. Leedy
- Corn is Maize by Alik.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Update your emergency contact list				1	2	3
4	5	6	7	8	9	10
11	12	13 Policy Council	14	15	16	17
18	19 Holiday President's Day	20	21	22	23	24
25	26	27	28			

Things You Should Know

Confidentiality

All family records are confidential. Your file is available for you to review with advance notice. The only information passed on, without prior written permission from you is to your public school.

Child Abuse

Head Start staff are required by law to report suspected or identified child abuse or neglect. All reports will be kept confidential.

School Closure

Any decision to close school or open classes with a delay will be broadcast on local television news channels and radio stations starting at 7AM, including weather related closures or delays.

No Smoking Policy

Head Start follows Oregon State rules on exposure to tobacco and second hand smoke.

- No smoking in view of sites and children
- Avoid smoking during home visits

Emergencies

Classroom staff are certified in CPR/ First Aid. If your child has an emergency we will contact you or your emergency contacts in addition to calling any of these necessary resources:

- Medical Service (9-1-1)
- Hospital emergency room/clinic
- Poison Control
- The program Health Consultant, a Registered Nurse (RN)

Grievances/Complaints

To report a concern or get help to resolve a complaint about Head Start, you can:

- Download the complaint form from the website (<http://www.hsolc.org>) under the forms section or ask staff to provide a copy.
- Call your Regional Manager or the Child Care Division (541-687-7392)
- Mail a complaint form to the Executive Director, 221 B Street, Springfield OR 97477.

Attendance

It is very important for children to attend school regularly. Let us know before your child will be absent. Call Head Start with the reason for the absence and the expected return date. You must call for each class day your child is absent. If your family is facing challenges that make your child's regular attendance difficult, please call in and Head Start staff will assist you!

In Full Day it is very important to be on time for pick up. 15 minutes after class ends is considered late.

Professional Boundaries

Staff have professional boundaries and are strongly discouraged from participating in your private life, including but not limited to:

- Providing child care
- Attending non-work related social functions (like birthday parties)
- Engaging in romantic relationships
- Writing letters regarding child custody issues.

MARCH 2018



March is National Nutrition month!

Transition Means Change

Change can be hard for young children, and adults! Whether your child is changing childcare providers, changing classrooms or leaving Head Start for kindergarten you can ease the transition.

- Talk about how the new school or childcare will be different and the same. Talk to your child about how they feel about the changes.
- Arrange to visit the new school with your child. If possible, visit the classroom he/she will be in and introduce him/her to the new teacher. Locate paperwork you'll need for school registration.
- Talk about safety. Practice walking to the bus stop. Point out landmarks along the way.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2 Read Across America—Dr. Seuss Birthday	3
4	5	6	7	8	9	10
11 Daylight Savings Begins	12	13 Policy Council	14	15	16	17
18	19	20 First day of Spring	21	22	23	24
25	26 Spring Break 26-30	27	28	29	30	31

You are Important to Head Start

Head Start Provides:

- Information and referrals to assist your family (housing, food, utility, clothing, jobs, etc.)
- Supportive home visits.
- Support to achieve a personal goal you have identified.
- Parenting tips.
- Information on stress management.
- Answers to questions about Head Start activities and information sent home.
- Information and resources for family and financial literacy.
- Help with a crisis you are experiencing.
- Help with financial resources in the community that can assist you.



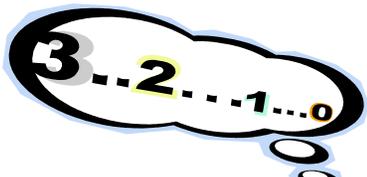
Be an Involved Parent

We encourage you to participate at your site or in the program as a visitor or volunteer. Engaged families help create an even better Head Start experience at your site.

You can volunteer to:

- Share your career or hobby with children.
- Read to children.
- Help with art activities in the classroom or outdoors.
- Help with meals.
- Help in the classroom and playground.
- Help with a family activity event.
- Help in Head Start gardens.





APRIL 2018



Beginning Math!

Counting isn't the only math skill that preschoolers need to master. They also need to learn math vocabulary, such as smaller/bigger, more/less, shorter/ taller, longer/heavier. Recognizing shapes and patterning is important, too.

You can talk about these concepts with your child while driving in the car, at the grocery store, at the park, at home anywhere!

Check out these books that encourage these pre-math skills:

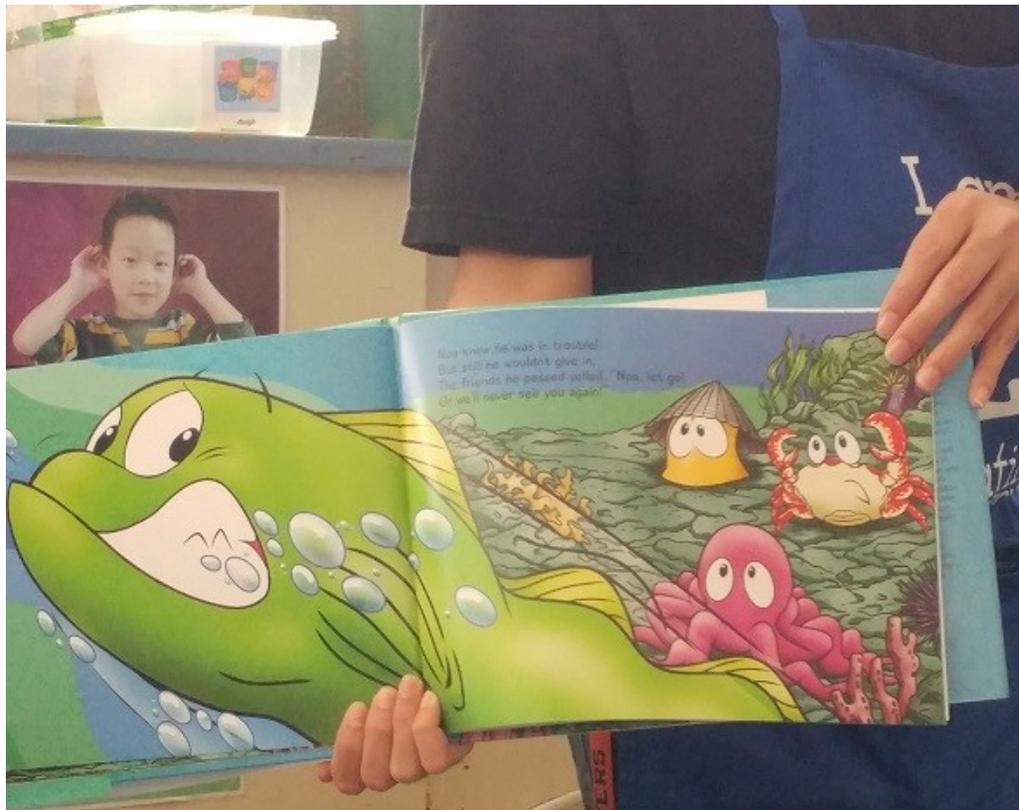
- One Less Fish by K. Toft
- Emeka's Gift: An African Counting Book by I. Onyefulu
- Stone Soup by M. Brown
- Tops and Bottoms by Janet Stevens
- Is the Blue Whale the Biggest Thing There is? By R. Wells

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10 Policy Council	11	12	13	14
15	16	17	18	19	20	21
22 Earth Day	23	24	25	26	27	28
29	30	Take time to review your personal goals and consider: ~ Where are you on your paths to success? ~ What steps could help you make more progress toward success?				

Family Literacy

We encourage you to:

- See yourself as your child's first and most important "teacher."
- Promote reading by having books/printed materials for your child in the home.
- Spend time reading to your child each day—even five minutes will have an impact on literacy.
- Use everyday routines and activities as learning experiences.
- Have rich conversations which help add new vocabulary and enhance language development.
- Seek out learning experiences for yourself to model the idea of lifelong learning for the whole family.
- Seek out training and employment opportunities that could enhance the financial stability of your family.



MAY 2018



Our annual Head Start Fishing Day is a great May Family Event to catch a fish!

Financial Literacy

Start talking to your child about money when they are young by playing games and teaching them about the value of money. Here are a few ideas to get you going:

- Open a savings account for your child(ren). Explain what the savings account is for.
- Have family fun night and play personal finance games like Monopoly JR, Life and Pay Day. For younger children create counting and matching games with coins, play "store" or "garage sale".
- Read books together:
 - Carl Goes Shopping by Alexandra Day, Harper & Collins, 1989
 - A Quarter from the Tooth Fairy by Caren Holtzman, Scholastic, Inc. 1995
 - Brothers by Florence B Freedman. Harper & Row 1985
 - Money Trouble by Bill Cosby.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8 Policy Council National Teacher Day	9	10	11	12
13 Mother's Day	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28 Holiday Memorial Day	29	30	31		

The Road to Success is Yours to Travel

Head Start offers many ways to be involved in the Head Start and community. Head Start staff can help you identify a goal and work towards its completion. Involvement in Head Start begins at the local level, but there are also state, regional, and national opportunities.

There is a long list of possibilities: Head Start employment, scholarships, awards, trainings, national conferences, positions on Boards and Associations, etc.

There are many opportunities to become involved, raise awareness and make a difference in the lives of children and families. At Head Start, parents have the power to make a difference!!!!

Apply for scholarships

Join a committee

Go to a training

Attend a Head Start conference

Participate as much as you can at your site

Take advantage of home visits with staff

JUNE 2018

June is National Dairy Month
Taste new cheeses and other
dairy products

Summer Reading is Fun!!

- Most libraries have a summer reading program for children. Find out what your local library provides for summer reading fun!
- Make your own book about your child's favorite subject.
- Start your own reading club or create a summer theater. Using your child's favorite characters, makeup a play. Use easy to make props, imagination, and a 'cast' of friends. Your child's summer could turn into a magical experience.

Here are a few books to start the summer reading list:

- Franklin's Bicycle Helmet, by E. Moore
- Where the Wild Things Are by Maurice Sendak
- Clifford the Big Red Dog by Norman Bridwell
- Miss Nelson is Missing! By Harry Allard
- Goodnight Moon by Margaret Brown

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12 Policy Council	13	14	15	16
17 Father's Day	18	19	20	21 First day of Summer	22	23
24	25	26	27	28	29	30

Childcare and Head Start

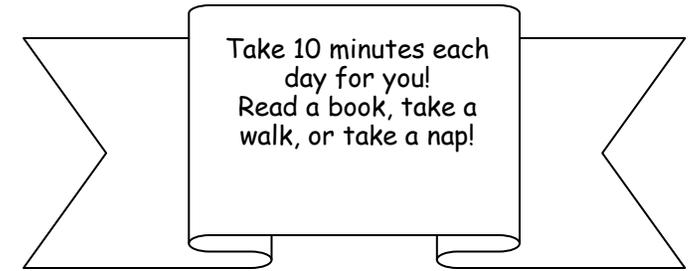
Are you working or going to school? Sometimes part day Head Start does not work for family schedules and a full day option might be a better fit. Head Start of Lane County offers limited full day placement for eligible families.

- Head Start Full Day/Year
 - Designed for working or student families needing childcare.
 - For children ages 3-5 years old.
 - Classes 5 days a week.
 - Head Start classrooms available in Eugene and Springfield

Head Start will work with you to identify the best option for your family. Call the central office and ask for the Enrollment Department for more information about full day options.



JULY 2018



Tips for Managing Mornings

Mornings can be hectic when you have to meet a bus for pick up, leave for work and school, etc. Remember that children will seek attention if they feel ignored or rushed. Take time to say "good morning" and give a smile and a hug!

Warm up the Morning

Smile! Slow down! Rushing adds tension. Sing, hum or put on relaxing music.

Use simple strategies

Let children dress to a timer. Can they get dressed before it goes off? Use it to teach time and counting skills.

Make breakfast fun and simple

Serve banana slices with yogurt. Eating with your child can make things easier! Remember a healthy breakfast helps kids learn.

Set Realistic Goals

You cannot expect children to get ready in 10 minutes. Plan for the unexpected and breathe!

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Early Head Start

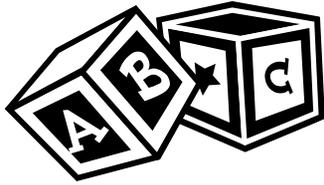
Babies are born ready to learn. Adults encourage this capacity by providing very young children with experiences and nurturing relationships they need. This ensures that they will develop the skills that are related to their later success in school and in life.

Rebecca Parlakian, [Before the ABC's](#)

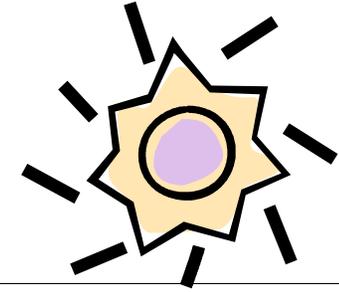
The foundations for school readiness begin in pregnancy and continue for the first three years. For infants and toddlers school readiness means:

- Developing the capacity to self-regulate.
- Developing close, secure relationships with adults and peers.
- Demonstrating curiosity and interest in exploring their environment.
- Demonstrating a sense of self confidence.
- Developing the ability to communicate effectively.





AUGUST 2018



Early Head Start offers these program options

EHS Homebase option includes pregnant women and infants and toddlers up to 36 months. The focus of the weekly home visits is to:

- ~ Provide practical information on child development.
- ~ Promote early literacy.
- ~ Provide screenings on health, hearing and vision.
- ~ Provide resources and referrals to help you reach your goals.

EHS Combination option is for children ages 12-36 months in a classroom setting two days a week and monthly home visits. The focus of this option is to:

- ~ Help children learn classroom routines and expectations.
- ~ Help children learn social skills.'
- ~ Provide resource and referrals to help you reach your goals.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14 Policy Council	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Contact Information

Central Office 541-747-2425

Regional Office.....

Classroom Name

Classroom Phone.....

Classroom Address

Other Contact Information:

Call the central office at 541-747-2425 to speak to:

- Health Consultant
- Food Service Manager
- Enrollment Department
- Operations Director
- Executive Director
- Human Resource Director
- Family Service/Community Partnership Consultant
- Education/Disabilities Consultant
541-762-8334

Head Start Staff Name

Regional Manager:

Teachers (HS / EHS):

Bus Driver:

Family Support Coordinator:

Interpreter:

Class Schedule

Content

- August Head Start Believes
- September Partners in Education
- October PC Means Parent Leadership
- November Healthy Habits
- December Transportation
- January Your Child's Health
- February More Services
- March Things You Should Know
- April You are Important
- May Family Literacy
- June The Road to Success
- July Childcare and Head Start
- August Early Head Start