

Big Sandy Area C.A.P., Inc. – HEAD START  
Program Policies and Procedures

## Parent Participation

### POLICY:

All staff encourage and help parents participate in Head Start program activities.

*This policy relates to Head Start Performance Standards 45 CFR Part 1302.34, 1302.50*

### PROCEDURE:

1. Staff will instruct parents in regards to Head Start components and opportunities for parent involvement at the beginning of the program year and during monthly parent meetings. Staff will encourage male involvement.
2. Staff work with parents to plan activities for classes, field trips and parent/child home activities.
3. Head Start classrooms are open to parents during all program hours. Parents are welcomed as visitors and encouraged to observe children as often as possible and to participate with children in group activities.
4. The program provides parents with opportunities to participate in the program as paid employees or volunteers. When qualifications are equal, parents receive preference for employment vacancies.
5. The program works with local social service agencies in providing training sites for parents.
6. The participation of parents in any program activity is voluntary and is not required as a condition of the child's enrollment.
7. Program managers monitor all classrooms to determine the extent of parent involvement and give technical assistance when needed/requested.

*Approved by the Policy Council – August, 2018*