

COMMUNITY ACTION TEAM CHILD & FAMILY DEVELOPMENT PROGRAMS

Non-enrolled Classroom Participation Policy

Parent, family and community engagement in Head Start is about building relationships that support school readiness and family well-being. Non-enrolled children may participate in a Head Start classroom using the following guidance:

Siblings of enrolled children 12 years of age and over shall be permitted to attend class while parent/guardians are present in the center. Siblings 11 and under shall be accompanied by a parent/guardian at all times.

Non-enrolled children in the community and children on the wait list may participate in a classroom if age 3 or 4 by Sept. 1st of the current school year. Children must be accompanied by parent/guardian at all times.

All non-enrolled classroom participants must be scheduled with the classroom teacher and approved by the Center Manager to assure that the number of children in a classroom does not exceed program regulations.

Transportation of non-enrolled children to and from Head Start shall be the responsibility of the parent/guardian.

Children are expected to participate in classroom activities and follow the same classroom rules and routines as the children who are enrolled in Head Start. If children are disruptive the teacher or Center Manager will meet with the parent/guardian to develop an alternative plan.

Parents/guardians are expected to participate and model the rules and routines for the children.

Meals are provided for all classroom participants. Children and parent/guardian participate in family style dining, eating food prepared by Head Start, along with enrolled children and staff. If a child has a food allergy, parent/guardian may be requested to purchase the food substitution.

Children who attend Head Start for five days or more must have immunization records that meet minimum requirements set forth by Oregon Revised Statutes.

All parent/guardians accompanying non-enrolled children will complete the volunteer training and other requirements as outlined in Policy 4-11.

All participants are expected to follow confidentiality, child guidance, health, and safety policies and procedures.