

## Head Start Home Based Program Admission Agreement/Contract for Services

Child's Name: \_\_\_\_\_ Site/Home Based Educator: \_\_\_\_\_

Enrollment Date: \_\_\_\_\_ Scheduled Visit: Day of the Week \_\_\_\_\_ Time \_\_\_\_\_

The Head Start Home Based program option is designed to support each parent/guardian in his/her role as the primary caregiver and educator for their child by supporting the use of the home as the child's primary learning environment. For pregnant women, the home based option is designed to support families during pregnancy. Your scheduled home visit day and time are listed above.

- \_\_\_\_\_ 1. The Home Based Educator and parent/guardian will work collaboratively to support learning opportunities for the child/family within every day experiences/routines and through the use of household items.
- \_\_\_\_\_ 2. Parents/guardians will work together with the home based educator to develop goals and strategies for the parent/guardian to support the child's learning throughout the week and strengthen your parent-child relationship. The expectant family will work together with the home based educator to promote a healthy birth outcome.
- \_\_\_\_\_ 3. Home visits will occur once a week for one and a half hours. During this time, please ensure that the television and radio are turned off, the cell phone usage is limited, and that outside visitors are limited.
- \_\_\_\_\_ 4. Home visits will be scheduled on the day and time that best accommodates your family's schedule. Parent/guardian's participation is essential in the home based program. Please alert your Home Based Educator if you need to reschedule your visit: example, illness in the home. Home Based Educators will attempt to reschedule any missed home visits. Head Start regulations require Home Based Educators to make up any home visit they have cancelled.
- \_\_\_\_\_ 5. Playgroups are another important part of the home based program. Playgroups are offered twice a month; you are encouraged to actively participate with planning and attending Playgroup. Playgroup offers opportunities for you to interact with your child in a different setting and network with other parent/families.
- \_\_\_\_\_ 6. Services/information that will be offered include:
  - Medical, dental, and mental health/disabilities referrals/support services; child development and education; family partnerships and goal-setting; and community collaborations. These services and referrals are provided by the Home Based Educators, Head Start Nurse or coordinated through referrals to community partners.
- \_\_\_\_\_ 7. The Home Based Educator along with the Head Start nurse will provide support to your family to help ensure that your child's ongoing health, medical (including physical exams, immunizations, etc.) and dental needs are met and followed up on as needed. For pregnant women, support will be provided on topics related to pregnancy, prenatal care, dental care and follow up.
- \_\_\_\_\_ 8. Transitions are an important process for children and their families. Six months prior to your child's third birthday, the Home Based Educator will work with you to develop a transition plan. For pregnant women, the Home Educator will work with you to develop a transition plan based on your family's needs/desires prior to the birth of your child.
  - If your family's situation changes and you think you will need to transition into another program, notify the home based educator so that a transition plan can be developed to support your family.
- \_\_\_\_\_ 9. Head Start staff is mandated to report suspected child abuse.

I have received a copy of the Admission Agreement and Parent Handbook and agree to comply with all the rules and responsibilities stated therein.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Staff Signature

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Printed Name of Staff

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date