

Family Communication – School-Age Only Programs

Policy Builder Prompts (QR 2-5)

PROMPT	WRITER'S TIPS
How/when do you communicate with families? (Required levels 2-5)	<p>Writer's Tips and Think Abouts</p> <ul style="list-style-type: none"> ~ How and when families and teachers could expect to meet or communicate with you ~ How and when families and teachers can contact you ~ What are the ways for families and teachers communicate (phone call, emails, meeting face-to-face)? ~ What are the best days and times for families and teachers to contact you and your staff?
What type of information is shared with families? (Required levels 2-5)	<p>Writer's Tips and Think Abouts</p> <ul style="list-style-type: none"> ~ Child progress, areas of concern, and program planning ~ How your program handles issues of confidentiality or privacy
Do you have opportunities for conferences with families? (Required levels 4-5)	<p>Writer's Tips and Think Abouts</p> <ul style="list-style-type: none"> ~ Do you schedule conferences with families? ~ Do families contact you to schedule them? ~ How often family conferences are offered (example: fall and spring) ~ How families can expect to hear about family conferences ~ How families contact you to schedule a conference
Do you collaborate with agencies working with families, including special education services or school? (Required level 5)	<p>Writer's Tips and Think Abouts</p> <ul style="list-style-type: none"> ~ Do you invite outside agencies to join conferences? ~ How do you collaborate with outside agencies?