



WE ARE HEAD START.



THE PARENT GUIDE

FOR SCHOOL YEAR
(2023 – 2024)



SOCORRO RODRIGUEZ
ESC19 HEAD START DIRECTOR

WWW.ESC19HS.NET



ESC  19
HEAD START 



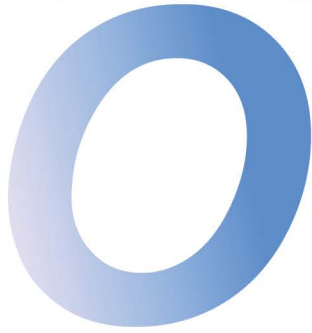
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**DEAR HEAD START
PARENTS**
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In behalf of our entire Head Start family, welcome to an exciting journey of learning and growth with the Head Start Program! We thank you for choosing to be a part of our warm and caring community. We understand as parents, you want the best opportunities for your child's development, and we are here to provide that and more.

ESC19 Head Start enriches children's learning experiences and helps them become successful learners, which makes all the difference when entering a Kindergarten Program.

At Head Start, we believe in providing comprehensive services that cater to the whole family. We dedicate ourselves to the support of parents and guardians too!

Our program encourages parents to participate in the education of their children. Head Start parents are involved in decision-making and become their children's strongest advocates. We also offer parents services designed to help meet educational and career goals.

We are on this journey together and are committed to empowering you to participate in your child's growth and development. As a former Head Start parent, I cannot overstate the positive impact of parental engagement. Head Start is an early education program invested in children's and parents' success!

This Parent Guide has been created especially for you – the Head Start Parent! It is a reference guide containing up-to-date information about the Head Start program and policies, operating procedures, curriculum, regulations, resources, responsibilities, opportunities for parents, and much more!

Please refer to this guide throughout the year and take advantage of the many opportunities we offer for Parents! I also encourage you to contact our professional staff of educators, managers, and teachers for support, as we are here to serve you and your child!

Have a wonderful year!

Sincerely,
SOCORRO RODRIGUEZ
ESC19 Head Start Director

VISION STATEMENT

“We transform and impact the future success of children, families, and staff by empowering them to reach their full potential.”

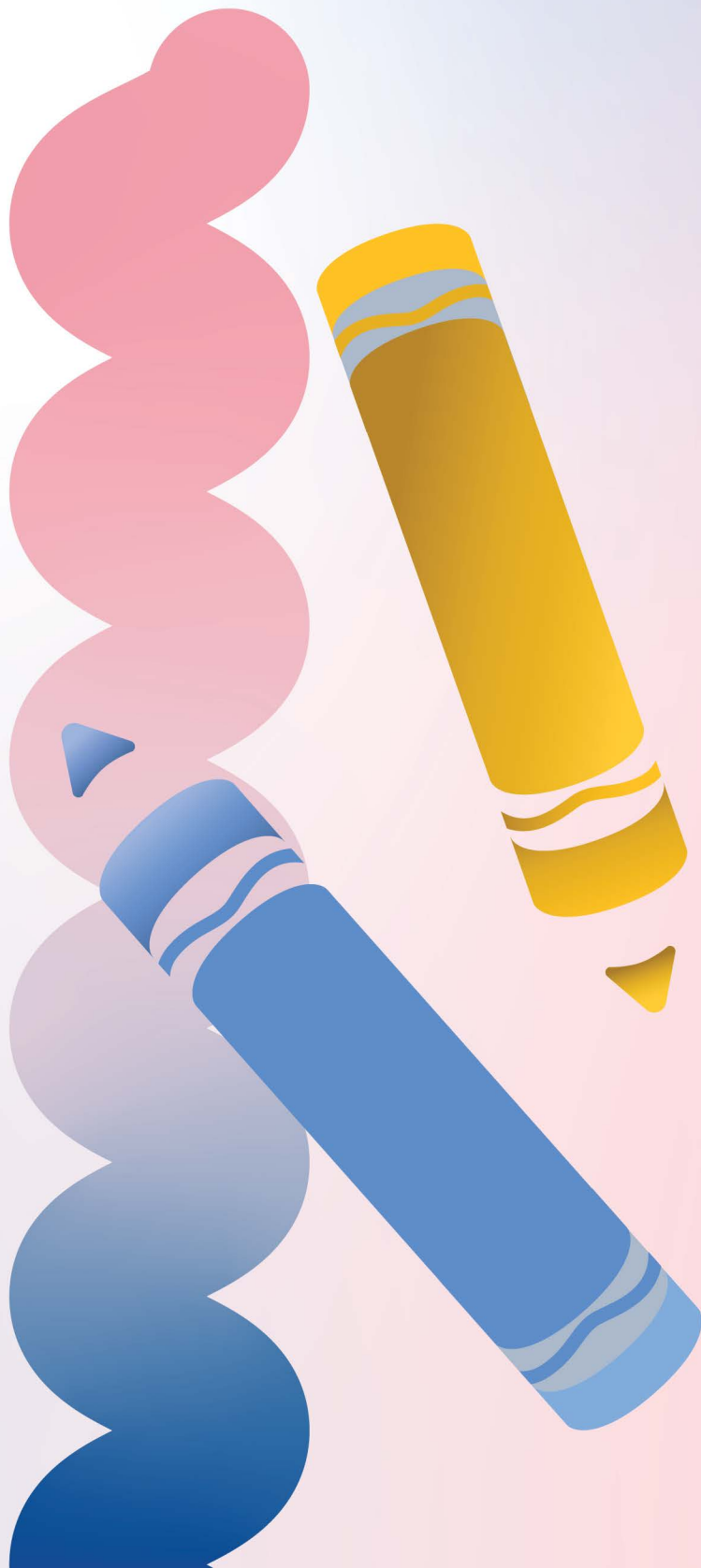
MISSION STATEMENT

“We enrich the lives of children, families, and staff in our community by providing high quality comprehensive services through our early childhood development program that emphasizes school readiness and the well-being of families and staff.”

CORE BELIEFS

We believe:

- Every child and family is our priority;
- Trusting relationships are essential to our success;
- We impact the quality of lives of those we serve;
- Accountability includes exceeding local, state, federal and program standards;
- In effective communications and collaboration;
- Our unique systems approach sustains and drives positive outcomes;
- In evidence-based decision making;
- Our quality journey produces systemic organizational excellence and innovation.



THE BEST PLACE FOR CHILDREN TO BEGIN!

— DISCOVER WHAT HEAD START HAS TO OFFER! —
Now enrolling at 32 Head Start Centers. Apply today online!

Anthony

610 6th St.
 Anthony, TX 79821
 (915) 791-4929

Barcelona*

328 Barcelona Dr.
 El Paso, TX 79905
 (915) 791-4801

Branon

5123 Branon St.
 El Paso, TX 79924
 (915) 791-4931

Cesar Chavez

211 Prado St.
 El Paso, TX 79907
 (915) 791-4816

Child Dev. Center*

11670 Chito Samaniego Dr.
 El Paso, TX 79936
 (915) 790-4782

Clint*

13100 Alameda Ave.
 Clint, TX 79936
 (915) 791-4822

David Sublasky*

810 NE Camp St.
 Fabens, TX 79838
 (915) 791-4827

Dell City*

110 N. Main St.
 Dell City, TX 79837
 (915) 808-4580

Fort Hancock*

408 Turley Ave.
 Fort Hancock, TX 79839
 (915) 791-4832

Houston*

2851 Grant Ave.
 El Paso, TX 79930
 (915) 791-4940

Isaac Camacho*

4102 Ellerthorpe Ave.
 El Paso, TX 79904
 (915) 791-4833

James R. Vasquez

1355 James Kelly Dr.
 El Paso, TX 79936
 (915) 790-4789

John E. Uxer I

9776 Kenworthy St.
 El Paso, TX 79924
 (915) 790-4729

John E. Uxer I EHS*

9776 Kenworthy St.
 El Paso, TX 79924
 (915) 790-4715

John E. Uxer II

9776 Kenworthy St.
 El Paso, TX 79924
 (915) 790-4702

John E. Uxer III*

9776 Kenworthy St.
 El Paso, TX 79924
 (915) 790-4920

Lyndon B. Johnson

308 De Vargas Dr.
 El Paso, TX 79905
 (915) 791-4845

Montana Vista*

3550 Mark Jason Dr.
 El Paso, TX 79938
 (915) 790-4749

Options*

12380 Pine Springs Dr.
 El Paso, TX 79928
 (915) 790-4799

Parkdale

6105 Delta St.
 El Paso, TX 79905
 (915) 791-4848

Pete Duarte

500 S. Darrington Rd.
 Horizon, TX 79928
 (915) 791-4854

Red Sands

4250 O'Shea Rd.
 El Paso, TX 79938
 (915) 790-4749

Remcon

837 Huckleberry St.
 El Paso, TX 79903
 (915) 791-4864

San Elizario*

13705 Socorro Rd.
 San Elizario, TX 79849
 (915) 791-4866

Santiago Rodriguez*

6701 South Desert Blvd.
 Canutillo, TX 79932
 (915) 791-4806

Sierra Blanca

504 Cammack Ave.
 Sierra Blanca, TX 79851
 (915) 791-4916

Socorro*

693 N. Rio Vista Rd.
 Socorro, TX 79927
 (915) 791-4871

Southside

609 Tays St.
 El Paso, TX 79901
 (915) 791-4877

Sparks*

12811 Sparks Dr.
 El Paso, TX 79928
 (915) 790-4763

Tornillo*

19200 Gaby Rd.
 Tornillo, TX 79853
 (915) 791-4881

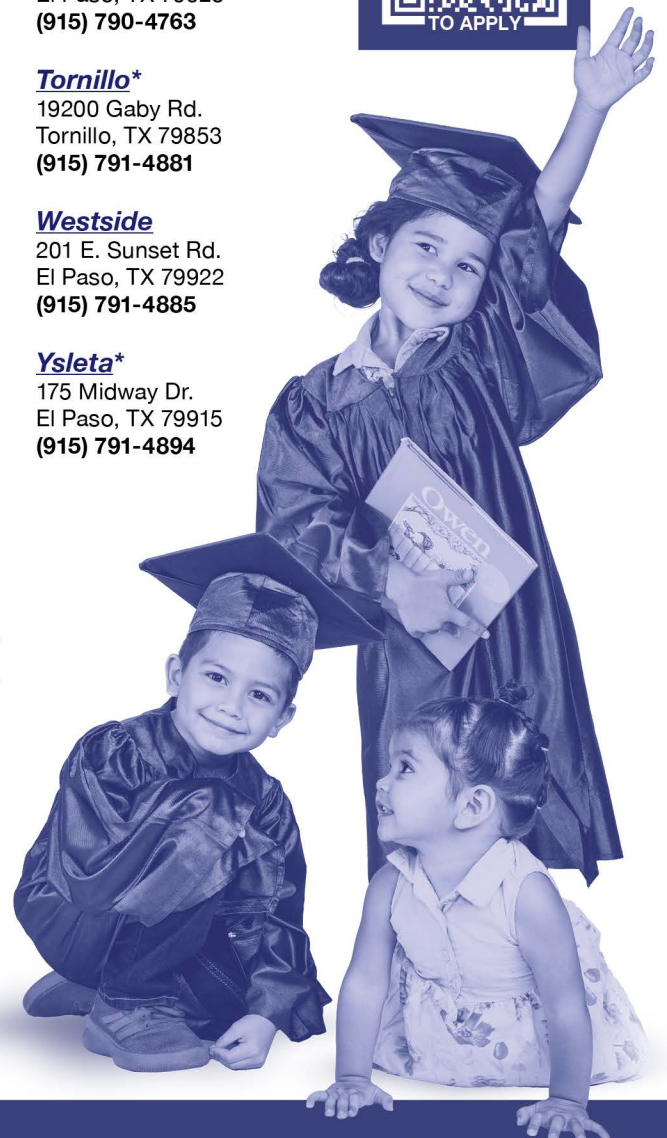
Westside

201 E. Sunset Rd.
 El Paso, TX 79922
 (915) 791-4885

Ysleta*

175 Midway Dr.
 El Paso, TX 79915
 (915) 791-4894

* Centers that also provide
 Early Head Start Services



■ GENERAL INFORMATION

ESC19 HEAD START – Administrative Offices (Multi Purpose Center)

11670 CHITO SAMANIEGO DR.
 EL PASO, TX 79936

(915) 790 - 4600
 WWW.ESC19HS.NET

The ESC19 Head Start Program is committed to providing quality services to the children and families. If you have any questions regarding our services, please feel free to call your respective center.

HOURS OF OPERATION FOR HEAD START CENTERS

Head Start Centers are open Monday-Friday, from 7:30 a.m. - 4:30 p.m. Children who attend the A.M. /P.M. or Full Day session must follow their designated time at their Head Start Center. In order for children to benefit from a day of instruction, children must arrive and be picked up on time. Parents will have a grace period of 10 minutes after arrival and departure. For your child's safety, a parent must take the child to the designated area and assure to sign in and out upon arrival and departure using the Children's Sign In and Out Log in classroom.

Please notify the Center Clerk or Family Service Worker (FSW), if there is a change in address, emergency contacts or relevant information to the child's or family's wellbeing. Children are released only to authorized individuals that are listed on the Emergency Card. Authorized individuals must be at least 16 years of age, and have a valid Photo ID. All Head Start Staff are required to verify the identity of a person to whom they release a child.

HEAD START CENTER OPEN DOOR POLICY

Managers have an open door policy. We encourage you to take the opportunity to talk to and/or resolve any concerns or suggestions. Any changes to Program Policies and Procedures will be communicated through center newsletters, parent notices, parent meetings, or individual parent conferences. *Policies and Procedures are available upon parent's request.

VISITORS

All visitors/parents entering our Head Start Centers must go directly to the front office. Center Staff will help you with the sign in process. To ensure the safety of children, the Head Start Program requires all staff, volunteers, and contractors to have a Criminal Background History clearance to be on site.

STANDARD RESPONSE PROTOCOL / EMERGENCY PREPAREDNESS DRILLS

All children, staff and volunteers will participate in the Head Start Program Standard Response Protocol Plan. Emergency Drills consist of the following: Lockdown, Secure, Shelter, Fire Drills, Evacuation and Relocation, and Hold. The Emergency Plans are posted on the Administrative Bulletin Board located in the front office and in your child's classroom. The Emergency Operation Preparedness Plan Binder is located in the front office and available upon parent's request.

VIDEO SURVEILLANCE AND RECORDING

Head Start Program facilities and grounds including school buses are equipped with video surveillance systems. These systems are monitored and can be viewed only by administrative personnel following program policies and/or by parent request.

PEST MANAGEMENT PROGRAM

As part of our commitment to provide your child with a safe, pest-free learning environment, Region 19 Head Start may periodically apply pesticides to help manage insects, weeds or pathogens. Pesticide applications are part of our integrated pest management program, which relies largely on non-chemical forms of pest control. Pesticide application on Head Start property are made only by trained and licensed technicians.

■ GENERAL INFORMATION (CONTINUED)

INSECT REPELLENT AND SUNSCREEN

No insect repellent or sunscreen will be applied to children at any time.

PERSONAL ITEMS

Children should not bring toys, money, jewelry, or valuable items to the Head Start Centers. The Head Start Program will not be responsible for any lost, misplaced, broken or stolen items. An extra set of clothes labeled with the child's name must be sent to school (to include undergarments and socks). Children must always wear closed-toe shoes. No sandals are permitted.

WEATHER

All Head Start Centers have a plan in place to assure children are protected during hot and cold weather; the "Weather Guidelines Chart for Children" is followed and posted in the classrooms.

SUSPENSION/EXPULSION

The Head Start Program is an all inclusion program that serves all children. Following Performance Standards, we do not suspend, expel, or remove a child from the program.

NO ANIMALS / PETS

Animals/pets (with the exception of service animals) and live plants are not allowed in the classrooms.

PARENT PARTICIPATION

Head Start parents or legal guardians are highly encourage to visit their child's school and participate in center's activities. If a parent would like to continuously visit their child's classroom, a policy and procedure must be followed for volunteers.

ENRICHMENT FIELD TRIPS

Field trips will take place during the school year, a notice of the field trip will be posted at your Head Start Center, and a flyer/permission slip will be sent home. All children participating in a field trip must have a permission slip signed by a parent or legal guardian. Volunteers attending field trips must sign a release of liability if transported in a Head Start Vehicle, adhere to the no video or photo policy, and must not use the cell phone while on the field trip.

WATER ACTIVITIES

Water activities will take place only at the end of the school year as a part of end-of-the-year celebration activities. Water activities will consist of splashing and sprinkler play. Notices will be sent to parents requesting appropriate clothing and additional items necessary for these activities. If you request for your child not to participate in the water activities, other activities will be provided to ensure your child participates in the end-of-year activities.

HEAD START CENTERS ARE GANG-FREE ZONES.

Under Texas Penal Code, any area within 1000 feet of the center, is considered a gang-free zone and criminal offenses related to organized criminal activity are subject to penalties.

- A copy of Texas Health and Human Services Minimum Standard Rules for Child Care Centers is available for review upon parent's request.
- A certified pest control company may be used occasionally to provide pest control services in accordance with Texas Pest Control procedures.
- A copy of the current Child Care Regulations inspection report is posted for review on the Administration Bulletin Board at each Head Start Center.

As a parent/legal guardian, you have the right to contact or visit the website of the Texas Health and Human Services Child Care Regulations at (915) 834-5739 or visit their website at www.hhs.texas.gov



The Trusted Platform
for School Community Engagement

Parents and Guardians

You can take advantage of our Text Messaging Service

Our school utilizes the SchoolMessenger system to deliver text messages, straight to your mobile phone with important information about events, school closings, safety alerts and more.*

You can participate in this free service* just by sending a text message of “Y” or “Yes” to our school’s short code number, **67587**.

You can also opt out of these messages at any time by simply replying to one of our messages with “**Stop**”.

SchoolMessenger is compliant with the [Student Privacy Pledge™](#), so you can rest assured that your information is safe and will never be given or sold to anyone.



**Opt-In from
your mobile
phone now!**



**Just send
“Y” or “Yes”
to 67587**

i [Information on SMS text messaging and Short Codes:](#)

SMS stands for Short Message Service and is commonly referred to as a “text message”. Most cell phones support this type of text messaging. Our notification provider, SchoolMessenger, uses a true SMS protocol developed by the telecommunications industry specifically for mass text messaging, referred to as “short code” texting. This method is fast, secure and highly reliable because it is strictly regulated by the wireless carriers and only allows access to approved providers. If you’ve ever sent a text vote for a TV show to a number like 46999, you have used short code texting.

*[Terms and Conditions](#) – Message frequency varies. Standard message and data rates may apply. Reply HELP for help. Text STOP to cancel. Mobile carriers are not liable for delayed or undelivered messages. See schoolmessenger.com/txt for more info.

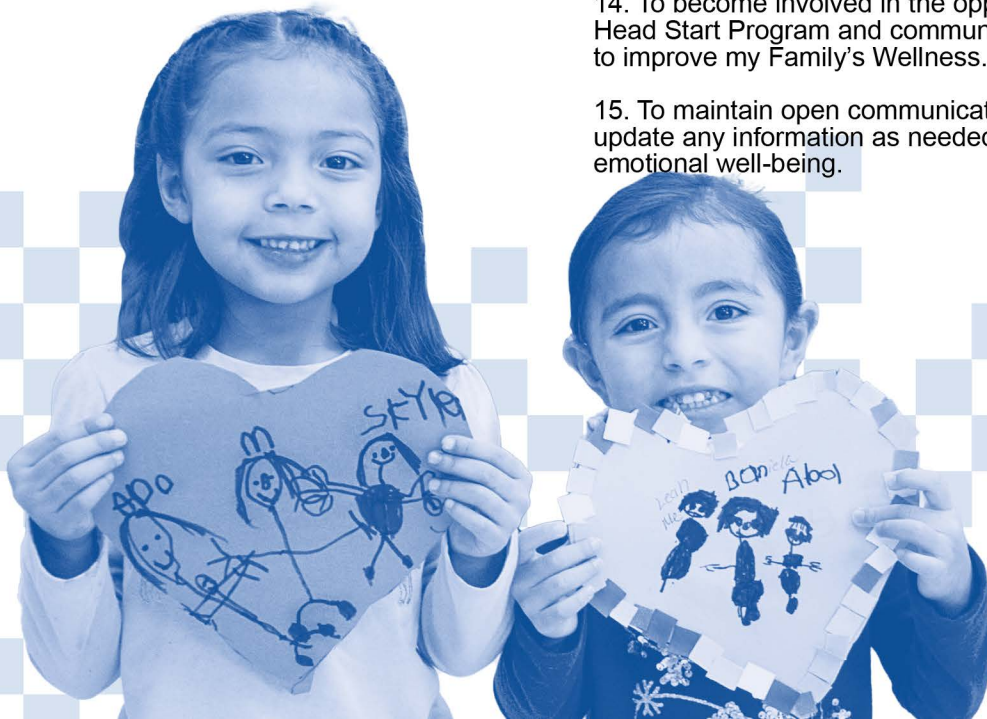


■ MY RIGHTS AS A HEAD START PARENT

1. To be welcomed into my child's classroom.
2. To be informed regularly about my child's progress.
3. To know the Head Start Policies and Procedures, Local, State and Federal Regulations, and Code of Ethics that apply to parent conduct.
4. To always be treated with respect and dignity.
5. To be informed of my child's Head Start Center program activities through monthly parent meetings, notices, and newsletters.
6. To work collaboratively with my child's teachers and staff to help his/her developmental growth.
7. To learn about the operation of the program, including the level of education and experience required to fill various staff positions for possible employment within the Head Start Program.
8. To be informed about all community resources concerning health, education and financial awareness for the well-being of my family.
9. To address/resolve any issue or concern that I may have with the program, with the Center Manager and following the chain of command.
10. To participate in major policy decisions affecting the planning and operation of the program through the center's Policy Council representative.
11. To be provided a space with an adult chair to breastfeed or provide breast milk for my child while he/she attends school.

■ MY RESPONSIBILITIES AS A HEAD START PARENT

1. To learn as much as possible about the Head Start Program.
2. To follow the Head Start Rules, Regulations, and Code of Ethics regarding parent conduct.
3. To be my child's first teacher.
4. To be an advocate for my child.
5. To be knowledgeable and actively participate in the center's program activities.
6. To read the monthly newsletter, notices, flyers, and attend monthly parent meetings.
7. To take part in the classroom as an observer, a volunteer or a paid employee, and to contribute my services in whatever way I can toward the enrichment of my child's education.
8. To take an active role in leadership by participating in elections, explaining the program to other parents and encouraging their full participation.
9. To welcome teachers and staff into my home during home visits to discuss my child's progress, support and the importance of the Home School Connection.
10. To work with my child's teacher, staff and other parents in a professional and cooperative way.
11. To engage in decision-making, support the programs vision, mission, and core beliefs.
12. To participate in parent surveys.
13. To take advantage of the program's design by increasing my knowledge and skills about child development for possible employment.
14. To become involved in the opportunities offered by the Head Start Program and community programs which help to improve my Family's Wellness.
15. To maintain open communication with staff and update any information as needed in regards to my child's emotional well-being.





■ PRESCHOOL EDUCATION DEVELOPMENT, AND TRANSITION

PRESCHOOL SERVICE AREA SUPPORTS PRESCHOOLERS' DEVELOPMENT AND LEARNING BY:

Offering a safe and nurturing learning environment for preschool students.

- Sensitive and responsive interactions between teacher and students to support all children's needs.
- Consistent and predictable routines that help children to know what to expect and enhance their feeling of security.

Focusing on academic success by implementing preschool curriculum with fidelity.

- Addressing the cognitive, social, and emotional development areas.
- Providing learning experiences that support and extend children's learning at various levels of development.
- Responding to specific children's needs and properly addressing them.

Physical development is essential for young children as it promotes large muscle development, social-emotional development, and encourages their natural curiosity about the world around them.

- Children engage in a minimum of 90 minutes of moderate to vigorous active play every day.
- Children engage in learning experiences that encourage them to integrate physical movement (e.g. dance, wiggle, jump, ballet, running, jumping, climbing, pedaling, turning, twisting, balancing, dodging, throwing, catching, kicking, striking, and float) daily.
- It is important to dress children appropriately for physical development and weather to ensure their comfort and safety.
- When the weather does not permit outdoor play, indoor activities such as music and movement will be planned in the classroom/cafeteria to provide children with opportunities for physical development.

Implementing developmental screeners and ongoing assessments

- Administering developmental screenings within the first 45 days of the child's enrollment to determine additional support.
- Implementing an ongoing assessment cycle that helps teachers to make decisions about children's developmental progress and learning needs.
- Engaging parents in the ongoing assessment process considering their valuable information and perspectives.

Supporting Preschoolers and their families through transitions.

- To provide stability and consistency between settings enhancing school readiness and supporting better adjustment.
- From the Early Head Start to the Preschool.
- From Preschool to kindergarten.

DISCIPLINE AND GUIDANCE

ESC19 Head Start's Discipline and Guidance policy prohibits any physical punishment, psychological abuse, or coercion when disciplining a child. Our discipline and guidance policy for young children is centered on creating a nurturing and safe learning environment. Our approach includes the following aspects:

POSITIVE BEHAVIOR SUPPORT: We emphasize positive reinforcement for acceptable behavior by praising and acknowledging good behavior. This encourages self-esteem, self-control, and self-direction. Our focus is on using praise and encouragement for good behavior, rather than only concentrating on unacceptable behavior. Our staff redirects behavior using positive statements.

CLEAR EXPECTATIONS: We communicate age-appropriate expectations for behavior and academic engagement to both children and their families. We remind children of behavior expectations daily by using clear, positive statements.

CONSISTENT RULES AND EXPECTATIONS: We establish consistent rules and expectations for behavior, ensuring that they are developmentally appropriate and fair.

PROACTIVE STRATEGIES: We implement strategies to prevent challenging behavior, such as providing engaging activities, setting up structured daily routines, and using visual cues and reminders.

INDIVIDUALIZED SUPPORT: We recognize that each child is unique and may require different approaches to discipline and guidance. We provide individualized support and accommodations for children with special needs or challenging behaviors.

SOCIAL-EMOTIONAL DEVELOPMENT: We incorporate social-emotional learning activities and promote the development of self-regulation skills, empathy, and problem-solving abilities.

COLLABORATIVE APPROACH: We encourage collaboration between teachers, families, and support staff in addressing behavioral challenges and providing consistent guidance across home and school settings.

■ INFANT / TODDLER EDUCATION & DEVELOPMENT

Our program serves infants, toddlers (0-36 mos.) and their families to include pregnant women. The program provides high-quality early education and child development services and full inclusion for children with disabilities. Our program promotes secure parent-child relationships, and takes pride in providing high quality early learning experiences.

TEACHING AND THE LEARNING ENVIRONMENT

- We implement a research-based curriculum along with screening and assessment procedures that support individualization and growth in the areas of development and incorporate families in their children's learning.
- We provide children with developmentally, culturally, and linguistically, appropriate learning experiences in language, literacy, mathematics, social emotional functions, approaches to learning, science, physical skills and creative arts.
- We provide high quality oral health, mental health, and nutrition services that are developmentally, culturally, and linguistically appropriate.
- We are a bilingual program that uses research that supports dual language learners using teaching practices that assist infants and toddlers in developing their home language and providing experiences that expose them to English and Spanish.
- We provide learning environments that are well-organized.
- We provide appropriate schedules, individualized learning plans, and indoor/outdoor experiences that allow children opportunities for play and exploration.
- We integrate appropriate daily routines and a flexible schedule throughout the day, allowing new knowledge to occur during individual and small group activities.

INFANT TODDLER SAFE SLEEP PRACTICES

The Early Head Start Program follows safe sleep recommendations of the American Academy of Pediatrics (AAP) and the Consumer Product Safety Commission (CPSC) for infants to reduce the risk of sudden infant death syndrome (SIDS) and Sudden Unexpected Infant Death (SUID).

- Infants are placed on firm mattress, with tight sheets, in crib that meets the CPSC federal requirements.
- Our cribs meet the standard of the Consumer Product Safety Commission (CPSC) and verifies with the certificate of compliance which is placed under each crib.
- All infants are placed on their back to sleep unless an Infant Sleep Exception/Health Care Professional Recommendation Form is signed by the infant's care provider.

- Blankets, quilts, comforters, pillows, stuffed toys/ animals, soft objects, bumpers pads, or lines/sleeping devices are not used in cribs.
- Children can't have their heads, faces, or cribs covered at any time.
- Cribs and rest mats are labeled with each child's name.
- Cribs and rest mats are spaced 3 feet apart or separated by a solid barrier to avoid spreading contagious illnesses.
- Cribs sheets and rest mats covers are replaced immediately after an illness or if soiled.
- Crib mattresses and rest mats are clean and disinfected weekly and as needed.

PREGNANT WOMEN SERVICES

- We provide services to enrolled pregnant women, to include the father, partner, or other relevant family members on prenatal and postpartum information, education and services that addresses fetal development, the importance of nutrition, the risk of alcohol, drugs, smoking and labor and delivery.
- We educate enrolled pregnant women on postpartum recovery, parental depression, infant care, safe sleep practices and the benefits of breastfeeding. This information is provided during home visits conducted by the Infant/Toddler Teacher and other service area staff.
- We engage enrolled pregnant women and/or other relevant family members to participate in planning for the transition of the newborn into the Early Head Start program.
- We conduct a newborn visit within two weeks after the infant's birth.

TRANSITIONS

- We implement strategies and practices to support successful transitions for children and their families transitioning out of Early Head Start.
- We ensure proper placement through a Transitioning Plan initiated six months prior to child's third birthday.
- We take into consideration the child's health and ability status, progress the child and family made while in Early Head Start.
- We consider the possibility of different family circumstances, along with availability of Head Start, public pre-kindergarten, and other early education and child development services in the community that meet the needs of the family.



TRANSITIONS (CONTINUED)

We are NAEYC (National Association for the Education of Young Children) accredited. The NAEYC accreditation system sets the standard of excellence for families, the early childhood education profession, as well as for the public, and offers support for programs to meet their standards.

If you have any questions and/or are interested in these services, please contact the Center Manager at your Head Start Center. **SEE PAGE 5, FOR A COMPLETE LIST OF ESC19 HEAD START PRESCHOOL & EARLY HEAD START PROGRAM LOCATIONS.**

■ TRANSPORTATION SAFETY BEGINS WITH YOU – THE CHILD’S PARENTS

The safe transportation of your child to and from school is the concern of everyone. Whether your child is driven to school, takes the bus or is walked by you, his/her safety, as well as yours and those in the community, is most important to our Head Start Program Transportation Services.

Please take a few minutes to review these basic tips to get your child to and from school safely:

DRIVING TO SCHOOL

- Be sure to sit your child in the back seat whether your car is equipped with air bags or not.
- Make sure that your child is in an approved car safety seat that is age, height and weight appropriate.
- Talk to your child about obeying the traffic signals and signs. Discuss their color, shapes, and meanings.
- Be sure to obey railroad crossing rules and observe the school bus loading and unloading lights, as well as school zone speed limits and parking lot rules.

WALKING TO SCHOOL

- Be sure to cross only at marked crosswalks and intersections.
- Remind your child about the danger of crossing the street in between parked cars or other vehicles.
- Teach your child to look both ways before crossing the street.
- Teach your child the importance of obeying traffic signals, especially the walk and don't walk signs.
- Talk to your child about “Stranger Danger” and show your child the “Safe Places” along the walking route.



■ TRANSPORTATION SAFETY (CONTINUED)

WHEN RIDING THE BUS TO SCHOOL

- All parents/legal guardians should have their child at the bus stop at least five minutes before the bus is scheduled to arrive. The scheduled arrival time is printed on the bus schedule given to you at the time of Parent orientation or child's first day of school.
- Teach your child to line up at least 3 giant steps away from the curb when waiting for the bus.
- Teach your child to wait until the bus comes to a complete stop and doors open before trying to board the bus.
- Teach your child that pushing, shoving, and playing around is dangerous when waiting for the bus.
- Remind your child that if he/she ever drops anything outside/inside of the bus to ask the bus driver to pick it up for him/her.
- Make sure that you walk your child to the bus door.
- Remind your child to always obey the rules of the bus driver.

ADDITIONAL TRANSPORTATION REMINDERS

- Transportation is provided for Early Head Start Centers with a focus on transporting Teen Moms and their babies.
- Teen Moms are highly encouraged to ride and understand that routes can be adjusted for school drop-off or pick-up.
- ***Daily Absences must be called in to Transportation at (915) 790-4679 by 7:00 a.m.***

REMINDERS FOR PARENTS REGARDING TRANSPORTATION

- Certain types of clothing can create a hazard as your child gets on or off the bus. A long dangling jacket or sweatshirt strings, scarves or other loose clothing can get caught as your child enters or leaves the bus. Only backpacks distributed by the program are allowed.
- Please meet your child at the bus. No child will be released to a person in a waiting car.
- Volunteers must wear low-heeled and closed toe shoes when riding on the bus.

- Always have an identification card for yourself and inform your designated person who will also pick up the child (16 or older) to have identification card. Remember the bus monitor or any Head Start staff may ask for identification at any time and from anyone picking up your child. No photocopies of identification allowed, only originals.

For the protection of your child, it is recommended that your child only be picked up and released at their assigned bus stop. If your child is not picked up on time at their bus stop, he/she will be returned to their respective Head Start Center.

TO AVOID THE RETURN OF YOUR CHILD

Be at the designated bus stop at least five minutes before pick-up or drop-off. The approximate drop off time is printed on the schedule provided to you at orientation. You may also get a schedule from the center or the bus monitor. Be sure you are given the most recent bus schedule, as routes and schedules change.

If the person picking up your child is not on the Emergency Card, you must contact the Head Start center in person prior to dismissal and update your changes. Ensure the designated person is at least 16 years old and has a verifiable picture identification. Please review and up-date the Enrollment Form and Emergency Card as needed.

IF YOUR CHILD IS RETURNED

The parent or the designated person (16 years or older with verifiable identification) must pick the child/children up from the return location. Steps will be taken to notify the authorities if any child is not picked up by 5:30 p.m. These steps will be taken if we cannot reach the parents or person designated to pick up the child. As an added safety precaution, please be advised that an adult must accompany all Head Start children from the bus. We will not release a child to a person under 16 years of age even if the parent is visibly sitting in a car.

TRANSPORTATION SERVICES

This service area provides professionally trained and licensed bus drivers and bus monitors. They are trained and certified to perform CPR if needed and they also receive on-going training on safety issues. Should you have any questions about the transportation offered to your child, feel free to contact your Center Manager.

SEE PAGE 5, FOR A COMPLETE LIST OF ESC19 HEAD START PRESCHOOL & EARLY HEAD START PROGRAM LOCATIONS.



■ DISABILITIES SERVICE AREA

OUR HEAD START PROGRAM OFFERS:

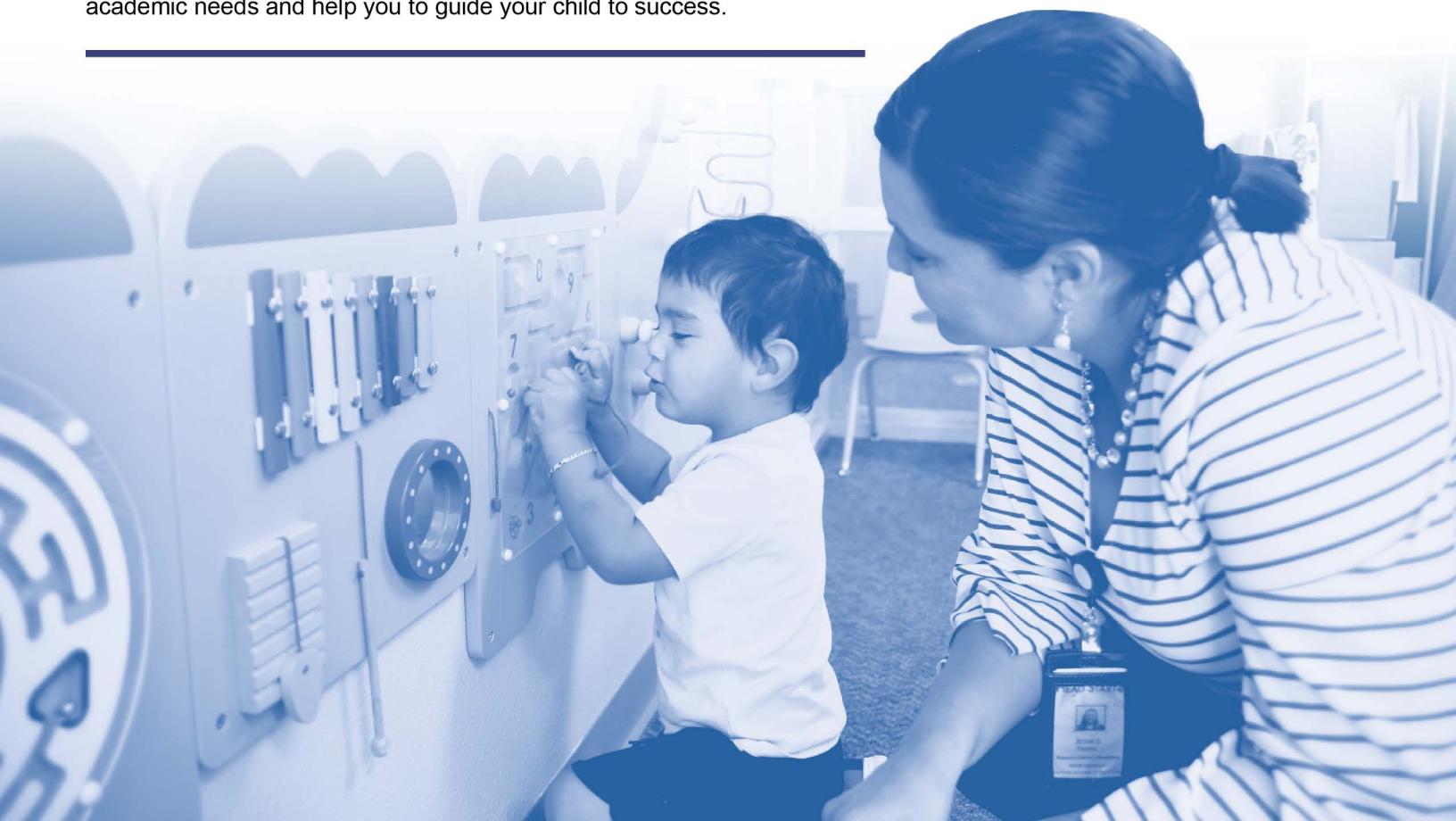
- Screenings in all developmental areas to identify possible concerns.
- Initiate referral for further evaluation to the local education agency (LEA) responsible for implementing Individuals with Disabilities Education Act.
- An inclusive environment to all students including students with special needs.
- Ensure that each student's individualized needs are met by modifying lessons and using evidence-based strategies.
- Each student has access to all activities and services within the least restrictive environment.
- Speech therapy, and coordinates services between school districts and Early Childhood Intervention (ECI).

THE DISABILITIES SERVICE AREA ENSURES CHILDREN, FAMILIES, AND STAFF ARE SUPPORTED WITH:

- On-going professional development.
- Coaching.
- Classroom observations.
- On-going communication in order to ensure the implementation of Individualized Family Service Plans (IFSP), and Individualized Education Program (IEP).

If you suspect your child might have a developmental delay, please contact your child's teacher or family service worker (FSW).

Information on the referral process will be provided. Head Start is ready to support your child's academic needs and help you to guide your child to success.





■ MENTAL HEALTH SERVICE AREA

OUR HEAD START PROGRAM OFFERS:

- Social emotional curriculum that teaches the five steps of self-regulation.
- Lessons to identify what they are feeling, separate themselves from the feeling and learn to manage those feelings.
- Learn to effectively communicate their needs, which in turn supports their self-regulation and emotional wellbeing.
- Head Start has a program-wide implementation of Positive Behavior Interventions and Support (PBIS) that provides students with tools for the development of social emotional skills.

POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT (PBIS) is:

- A process that allows Head Start to offer a safe and learning enriched environment.
- Enhances classroom behavior management.
- Focuses on improving a school's ability to teach and support positive behavior for all students.
- A team-based process for systemic problem solving, planning, and evaluation.
- Consistent teaching and reviewing of our school-wide expectations.
- Consistent provision of positive reinforcement to build expected behaviors.
- Positive and respectful engagement with all students and team members.
- Consistent use of pre-correcting, prompting, and redirecting throughout instruction.

If needed, a multi-disciplinary case staffing meeting and/or social emotional plan is held to develop an individualized plan addressing any concerns or challenges that may be interfering with the students learning.

Mental health consultation, counseling services, and community resources are available and offered when needed.



■ HEALTH SERVICES REQUIREMENTS

The Health Services Area ensures children are healthy and educated on how to stay healthy, while being a vital resource to our children and families.

HEALTH REQUIREMENTS FOR HEAD START CHILDREN

- Up-to-date physical providing clearance for child to attend Head Start (including anemia and lead results) and Dental exam.
- Infants, toddlers and preschool children must have up-to-date immunizations at all times.
- Parent notices will be sent out to alert you of upcoming immunizations, physicals and dental exams needed.
- Age-appropriate health screenings will be conducted by center staff including lead and anemia testing unless parent/guardian notes otherwise.

HEALTH SCREENINGS AND EXAMS:

Children will have established medical and dental homes to ensure health assessments are conducted. If physical or dental forms provided by parent/guardian state child has been referred for treatment, a follow up will be conducted.

MEDICATION ADMINISTRATION POLICY:

According to federal, state, and local laws and regulations, we must have:

A current ESC19 Head Start Medication Administration Permit (doctor licensed in Texas) with complete instructions including: time, duration and frequency on medication administration. No medication from Mexico will be accepted. Medication must be properly prescribed and labeled. Over-the-counter medication must be prescribed by an M.D. (licensed in Texas) and labeled by a pharmacist. Proper training is required before any staff member can administer any medication at the center. For prescribed EPI-Pen we will follow Medication Administration Training Policy which includes how to administer, storage, disposal, reporting, and parental notification. A non-medication form must be completed by a Texas physician and include time, duration and frequency.

THE CENTER MANAGER MAY EXCLUDE A CHILD FROM SCHOOL

- If the child has a fever of 100.4 degrees Fahrenheit, 2 or more incidents of diarrhea and/ or vomiting, shows signs and symptoms of a communicable disease. (Please refer to communicable disease chart)

https://www.dshs.texas.gov/sites/default/files/IDCU/health/schools_childcare/Communicable-Disease-Chart-Schools-and-Childcare-Centers-072922.pdf

- If the child poses a significant health and safety risk to self or to other children and staff.

HEAD START STAFF HEALTH REQUIREMENTS, AND COMMUNICABLE DISEASE SCREENINGS

All Head Staff are certified in CPR and First Aid. Staff are updated continuously on health concerns and/or health alerts provided by the Department of Public Health.

In order to comply with Texas Department of Human and Health Services minimum standards and Head Start performance standards, ESC19 Head Start requires each staff member has an initial health examination and a periodic re-examination as recommended by their health care provider in accordance with state, tribal, or local requirements, that include screeners or tests for communicable diseases, as appropriate. Head Start also requires each staff member and volunteer to complete a TB screening questionnaire to identify possible risks of exposure to Tuberculosis. If any risks are determined based on the questionnaire, an individual may be required to obtain a TB screening or a Chest X-ray to assure staff are free from communicable disease.

■ HEALTH SERVICES REQUIREMENTS

If your child has a medical emergency while in our care, trained center staff will administer First Aid or life saving care as necessary. If deemed necessary, emergency personnel (911) will be called, parent will be notified, and a staff member will accompany child to the emergency facility.

MEDICAL HOME

A CHIP/Medicaid application can be downloaded at: <https://www.texkid.org/CISS/>

LICENSING COMPLIANCE

ESC19 Head Start will strictly adhere to policies in order to:

- Protect the children and staff.
- Safeguard against transmission of contagious life-threatening diseases.
- Comply with Daycare Licensing Regulations as a facility not accredited for sick care.

We are here to support your families wellness needs. Please feel free to contact us for any support you may need regarding your families health.





■ FAMILY PARTNERSHIP AND LEADERSHIP

The Family Partnership and Leadership (FPL) Service Area serves all Head Start families by providing leadership opportunities that motivate, inspire, promote, engage and educate families' direction while empowering parents to take an active role in the educational development and growth of their children and in their own personal development.

LEADERSHIP OPPORTUNITIES

Parent Committees: You have the opportunity to actively participate in any of the committees at your center such as the Executive Committee, Fundraising Committee, By-Laws Committee, and others. These committees help you to be better informed of the needs that your center might have, and will give you a broad range of opportunities to participate in the shared decision-making process, such as Policy Council.

SELF-IMPROVEMENT

Family Development Centers: Parents, legal guardians or any family member that resides in the same household as the child currently enrolled in the program have the opportunity to reach their educational goals through the following free trainings: General Education Development (GED), English as a Second Language (ESL), Commercial Driver License (CDL) hands on training for school buses, Citizenship Classes, Family Wellness, and Financial Education.

Parent Meetings: The meetings are scheduled once a month at your center. Attending these meetings, you will be informed firsthand about your center and program updates, educational awareness and upcoming activities.

Opening Doors: Parents, legal guardians or any family member can take advantage of these trainings that promote the school readiness of your children, increase your advocacy skills and knowledge. These sessions discuss “Dichos” and how you use them to create a better life for your children. It is a fun and interactive way to increase your family’s wellbeing.

Fatherhood: Fathers/Male Role Models are provided with trainings designed to inspire men to become actively engaged in the learning development of their children and how to improve family wellness.

Volunteers: Parents, legal guardians or any family members will be provided with volunteer opportunities that will engage them in the classroom as Planning Day Volunteers, at home, at center level and in the sports program. **Volunteers are welcomed! No cellphones are allowed to be utilized in the classrooms. Volunteers may not video record or take pictures of children while in the classroom.**

Parents, legal guardians or any family member interested in participating in any of these activities, please contact your center. **SEE PAGE 5, FOR COMPLETE LIST OF ESC19 HEAD START CENTER LOCATIONS.**

**** The Parental Engagement Activities can be carried out either via zoom or face-to-face. ****



■ ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT, & ATTENDANCE (ERSEA)

REGISTRATION AND ENROLLMENT

The ESC19 Head Start program registers children throughout the year at our 32 Head Start center locations and Administration offices. The Head Start program has Eligibility requirements that serve to qualify families such as Age, Residency and Income. In addition, a parent/guardian must complete and sign the Parent Acknowledgment and the Emergency Contacts forms. The parent/guardian is additionally given a Physical and Dental form, and must have both the child's primary medical doctor and dentist each fill out. The physical statement must declare that the child is "Free and Clear" to participate in the Head Start Program.

Families that are interested in enrollment are contacted to schedule an appointment for an in-person interview in which they are asked to bring eligibility documents such as proof of income, child's birth certificate (or any proof of age), and proof of address that shows that the family resides in either the El Paso or Hudspeth Counties.

- Upon completion of registration, an application will be reviewed, approved and signed by the Head Start Center Manager.
- After approval is granted, families are selected based on the Selection Criteria that is in place, and are then notified and informed of their child's first day of school.

RECRUITMENT

- Recruiting requires Head Start to reach out to families with eligible families.
- It involves informing families about program services to encourage and help families apply.
- A recruitment plan uses multiple ways to engage families, connect with the community, and build strong relationships with potential partners.
- Parents are encouraged to assist in the recruitment efforts by informing friends and family of the Head Start program.

ATTENDANCE

- To ensure that children and families receive optimal benefits from the Head Start Program it is crucial to maintain regular attendance and punctuality.
- Head Start Staff will emphasize the benefits of attending school regularly by keeping record of the child's attendance daily.

Our goal is to build a relationship and support you in setting a solid foundation to promote the well-being and healthy development for yourself and your family.



■ FAMILY DEVELOPMENT SERVICES

This service area offers an array of social services designed to be responsive to the individualized need of each Head Start child and their family. The Family Service Worker (FSW) will meet and visit with you throughout the school year to offer you the opportunity to participate in a family partnership assessment in order to develop and implement individualized goals for your child and family. The FSW will assist you in obtaining services available through our program or will link you to community resources in the following areas:

- Basic Needs
- Education
- Employment
- Health
- Social Services
- Family Crisis
- And other services as determined to be necessary by the family's needs assessment.



■ NUTRITION SERVICES FOR CHILDREN

Nutrition Services focuses on modeling - Education, Exercise and Eating Right.

EDUCATION

Nutrition Services strives to educate our children and their families in making healthy choices by providing resources throughout the school year.

EXERCISE

Our program integrates exercise into curricular activities like our Head Start and Early Head Start "Get Moving—Start Growing!" curriculum, with physical activity being one of the four components.

EATING RIGHT

As per Head Start's Program Performance Standards, we will assure every child is provided with at least one-third to two-thirds of the child's daily nutritional needs depending on the length of the program day (half-day session/full-day session). Our program complies with Head Start, Child & Adult Care Food Program, Texas Department of Agriculture and United States Department of Agriculture regulations. Accommodations are made for children with special dietary needs such as children with disabilities, food allergies and religious restrictions.

PLEASE NOTE: In order to maintain compliance with federal regulations, you must provide a signed medical statement from a United States physician and/or letter from your Pastor, Rabbi, Islamic Center, etc. before modifications/substitutions can be made. Food allergies must also include an "Allergy Action Plan" signed by a United States physician.





Help Your Child Succeed in Preschool and Kindergarten Build the Habit of Good Attendance

DID YOU KNOW...

Showing up on time every day is important to your child's success and learning from preschool forward.

Missing 10% of school (1 or 2 days every few weeks) can make it harder to:

- Gain early reading and math skills.
- Build relationships.
- Develop good attendance habits.

High quality preschool and kindergarten has many benefits!

- The routines your child develops will continue throughout school.
- Make the most of early grades by encouraging your child to attend every day.

WHAT YOU CAN DO

Work with your child and his/her teacher to develop your child's strong attendance.

Talk about it – sing about it – make it an adventure!

- Set a regular bedtime and morning routine.
- Lay out clothes and pack backpacks the night before.
- Share ideas with other parents for getting to school on time.

Before the school year starts

- Find out what day school starts and begin a countdown!
- Keep your child healthy and make sure your child has the required shots.
- Attend orientation with your child to meet teachers and classmates and find out about health and safety procedures.

Ready, Set, GO!

- If you are concerned your child may have Covid-19, call your school for advice. Ask for resources to continue learning at home if needed.
- Ask family members or neighbors for assistance if you need help.
- Try to schedule non-Covid-19 medical appointments and extended trips when school is not in session.
- If your child seems anxious about preschool or kindergarten, talk to the program director, teacher, your doctor or other parents for advice.

Revised October 2021



Visit Attendance Works at www.attendanceworks.org for free downloadable resources and tools!



United States Department of Agriculture

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To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online, at www.usda.gov/sites/default/files/documents/usda-program-discrimination-complaint-form.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or

fax:

(833) 256-1665 or (202) 690-7442; or

email:

program.intake@usda.gov.

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La información del programa puede estar disponible en otros idiomas además del inglés. Las personas con discapacidades que requieran medios de comunicación alternativos para obtener información sobre el programa (por ejemplo, Braille, letra agrandada, grabación de audio y lenguaje de señas americano) deben comunicarse con la agencia estatal o local responsable que administra el programa o con el TARGET Center del USDA al (202) 720-2600 (voz y TTY) o comunicarse con el USDA a través del Servicio Federal de Transmisión de Información al (800) 877-8339.

Para presentar una queja por discriminación en el programa, el reclamante debe completar un formulario AD-3027, Formulario de queja por discriminación del programa del USDA, que se puede obtener en línea, en [https://www.usda.gov/sites/default/files/documents/USDAProgramComplaintForm-Spanish-Section 508 Compliant.pdf](https://www.usda.gov/sites/default/files/documents/USDAProgramComplaintForm-Spanish-Section%20508%20Compliant.pdf), en cualquier oficina del USDA, llamando al (866) 632-9992, o escribiendo una carta dirigida al USDA. La carta debe contener el nombre, la dirección y el número de teléfono del reclamante, y una descripción escrita de la supuesta acción discriminatoria con suficiente detalle para informar al Subsecretario de Derechos Civiles (ASCR, por sus siglas en inglés) sobre la naturaleza y la fecha de la presunta violación de los derechos civiles. La carta o el formulario AD-3027 completado debe enviarse al USDA por medio de:

correo postal:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; o'

fax:

(833) 256-1665 o' (202) 690-7442; or

correo electrónico:

program.intake@usda.gov.

Esta institución ofrece igualdad de oportunidades.



Family Style

Children establish eating habits as early as age 2!

When we serve meals and snacks Family Style, adults will:

- Serve as a role model while eating
- Sit with children enjoying a relaxed and pleasant eating experience



Children engaged in Family Style have opportunities to:

- Try healthy foods
- Learn portion sizes
- Control how much they eat
- Engage in relaxed and pleasant mealtimes

Family Engagement:

We value and understand the importance of engaging families within our program.





Get Healthy Foods and *More!*

You can take online classes, meet with other families, and get one-on-one nutrition counseling so you can make smart choices and delicious family meals!

If you qualify, you'll get a food package specially designed to meet your needs and help your family grow healthy and strong.

Your food package could include:

- Fresh and frozen fruits and vegetables
- 100% fruit and vegetable juices
- Milk and cheese
- Eggs
- Whole grains like brown rice, whole-wheat tortillas, and whole-wheat bread
- Healthy cereals
- Canned or dried beans
- Peanut butter
- Canned fish
- Baby foods and formula



Call Us to Make an Appointment or Visit your Nearest WIC Center

- Henderson (79901, 02)**
721 S. Mesa
El Paso, Texas 79901
- Lee Trevino (79927, 79925, 35, 36)**
1840 Lee Trevino, # 201
El Paso, Texas 79935
- Ysleta (79907)**
110 Candelaria
El Paso, Texas 79907
- Sunrise (79916, 18, 20, 24, 34, 04, 08)**
8500 Dyer
El Paso, Texas 79904
- Westside (79912, 22, 32)**
5195 Mace
El Paso, Texas 79932
- Canutillo (79832, 35, 21, 88021)**
300 Farm Rd.
El Paso, TX 79832
- North Loop (79915, 05)**
Officer David Ortiz
Recreation Center
563 N. Carolina
El Paso, TX 79915
- San Elizario (79849, 79927)**
12004 Socorro Rd.
El Paso, Texas 79849
- Perhing (79903, 04, 06, 30)**
3707 Perhing
El Paso, TX 79930
- Montana Vista (79938)**
14612 Gregg Dr.
El Paso, Texas 79938
- Fort Bliss (51 Slater)**
Fort Bliss, Texas 79906
- George Dieter (79936, 79938)**
1757 George Dieter
Ste. 110
El Paso, Texas 79936
- Americas (79927)**
10039 North Loop Dr.
Socorro, Texas 79927
- WIC Mobile Unit travels throughout El Paso and Hudspeth Counties to other locations. Call us to find out.

WIC helps you make amazing kids!

Visit our website at [Texas WIC.org](https://www.texaswic.org)



This institution is an equal opportunity provider.



Join Our *Healthy Family*

TEXAS WIC

915-212-4942
Monday - Friday
8 am to 5 pm

Get *Inspired.*

WIC gives you the services, support, and inspiration you need to eat right, have a healthy pregnancy, breastfeed successfully, and raise amazing kids.

Did you know more than half of the babies in Texas get WIC services?



WIC benefits are for:

- Pregnant women
- New mothers
- Infants
- Children up to their 5th birthday

Grow With Us.

We know your family's health is important to you. WIC helps Texas families like yours get healthy, and the best part is – WIC grows with you.

Texas WIC...

- supports you and your child from pregnancy to delivery to raising a toddler.
- shares ways to stay healthy by offering classes, children's activities, cooking demonstrations, and shopping tips.
- answers your questions about good nutrition for your family.
- helps you buy the foods that you and your children need to stay healthy.
- gives you personal attention from WIC breastfeeding experts, and extra benefits like breast pumps and special food packages.
- helps you find other health-care services near you.

Get Started With WIC.

WIC is open to many incomes and families. If you are on Medicaid, TANF, or SNAP you may automatically qualify for WIC. If you don't qualify for those programs, you may still be eligible for WIC.

Texas WIC Income Guidelines		
Number of Household members*	Gross Monthly Household Income effective April 1, 2023	Gross yearly Household Income effective April 1, 2023
1	2,248	26,973
2	3,041	36,482
3	3,833	45,991
4	4,625	55,500
5	5,418	65,009
6	6,210	74,518

* A pregnant woman's household is increased by the number of infants she is expecting. For more than 6 household members, or if you have any income questions, call your local WIC clinic.

Scan for more information.





This child care receives Federal cash assistance to serve healthy meals to your children.
Good nutrition today means a stronger tomorrow!

Meals served here must meet nutrition requirements established by USDA's
Child and Adult Care Food Program.

Questions? Concerns?

Call USDA at
1-866-873-2263

Food and Nutrition Division at
1-800-TELL-TDA
(835-5832)

OR

Your child care at <Insert Entity Name Here>

Contact Information:

Address:

Phone Number:

Email Address:

Other Necessary Information:



Food and Nutrition Division
Child and Adult Care Food Program

TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER

Fraud Hotline: 1-866-5-FRAUD-4 or 1-866-537-2834 | P.O. Box 12847 | Austin, TX 78711
Toll Free: (877) TEX-MEAL | For the hearing impaired: (800) 735-2989 (TTY)

This product was funded by USDA.
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Updated 6/15/2023
www.SquareMeals.org



ESC 19 HEAD START

LIMITATION OF OUTSIDE FOOD

Outside food will only be approved for identified activities by the program to minimize food allergies, special diets and choking hazards.

Head Start Nutrition Services offers a monthly birthday celebration snack for children.

Special meals are prepared during holiday seasons, special events and field trips.

■ PROCEDURES FOR REPORTING SUSPECTED CHILD ABUSE / NEGLECT CASES

As a child care facility licensed by the state of Texas, your Head Start center is required to abide by the Minimum Standard Rules from the Texas Health and Human Services.

All Head Start staff is trained on a yearly basis in Procedures for Reporting Suspected Child Abuse / Neglect.

A copy of the most recent Child Care Regulation Report is available for your review and is posted on the Administrative Bulletin Board in the center's office. Questions and/or concerns regarding the program's adherence to licensing guidelines may be directed to the Texas Health and Human Services at **(915) 834-5739** or www.hhs.texas.gov

Concerns regarding the suspicion of child abuse and/or neglect should be reported by calling the Child Abuse Hotline at **1 (800) 252-5400**. All staff members and volunteers receive mandatory annual training on Reporting Suspected Child Abuse/Neglect. Parents and families are provided with Reporting Suspected Child Abuse/Neglect presentations during the school year to raise awareness, prevention and provide the steps on how to report it.

CHILD ABUSE / NEGLECT AT HEAD START CENTER OR AT HOME

Anyone suspecting abuse or neglect of a Head Start child at Head Start Center or at Home Personnel must immediately report to **1-800-252-5400** or www.dfps.state.tx.us.

The person may remain anonymous when reporting. Thereafter, the person will sign and document all information in the Suspected Child Abuse/Neglect Report Form and submit it to the Center Manager.

Within the next 24 hours, the Center Manager will contact the local Texas Department of Family and Protective Services (TDFPS) Child Care Regulation office and the Administrative Operations Services Area to report the date, name of the child, and suspected abuse or neglect that was reported.

The Operations Program Manager will follow up with local Texas Department of Family and Protective Services on the status of the case.

REPORTING SUSPECTED CHILD ABUSE / NEGLECT

Anyone suspecting child abuse/ neglect must report to **1-800-252-5400** www.dfps.state.tx.us

Any person reporting must sign and document all information in the Suspected Child Abuse/Neglect Report and submit it to the Center Manager.

IF INCIDENT OCCURS AT HEAD START CENTER OR AT HOME

Center Manager notifies local Child Care Regulation office and Operations Program Manager within 24 hours.





POSSIBLE BEHAVIORS THAT MAY SIGNAL THE PRESENCE OF CHILD ABUSE OR NEGLECT

CHILDREN'S BEHAVIOR

- Shows sudden changes in behavior or school performance.
- Has not received help for physical or medical problems brought to the parents' attention.
- Has learning problems (or difficulty concentrating) that cannot be attributed to specific physical or psychological causes.
- Is always watchful, as though preparing for something bad to happen.
- Lacks adult supervision.
- Is overly compliant, passive, or withdrawn.
- Comes to school or other activities early, stays late, and does not want to go home.
- Is reluctant to be around a particular person.
- Disclosures maltreatment.

PARENT'S BEHAVIOR

- Denies the existence of or blames the children for problems in school or home.
- Asks teachers or other caregivers to use harsh physical discipline if the child misbehaves.
- Sees the child as entirely bad, worthless, or burdensome.
- Demands a level of physical or academic performance the child cannot achieve.
- Looks primarily to the child for care, attention, and satisfaction of the parent's emotional needs.
- Shows little concern for the child.

PARENT AND CHILD'S BEHAVIORS

- Rarely touch or look at each other.
- Consider their relationships entirely negative.
- State that they do not like each other.

The above list may not be all the signs of abuse or neglect. It is important to pay attention to other behaviors that may seem unusual or concerning. In addition to these signs and symptoms, Child Welfare Information Gateway provides information on the risk factors and perpetrators of child abuse and neglect fatalities: https://www.childwelfare.gov/can/risk_perpetrators.cfm



CONSIDER THE POSSIBILITY OF PHYSICAL ABUSE WHEN THE CHILD:

- Has unexplained burns, bites, bruises, broken bones, or black eyes.
- Has fading bruises or other marks noticeable after an absence from school.
- Seems frightened of the parents and protests or cries when it is time to go home.
- Shrinks at the approach of adults.
- Reports injury by a parent or another adult caregiver.
- Abuses animals or pets.

CONSIDER THE POSSIBILITY OF PHYSICAL ABUSE WHEN THE PARENT OR OTHER ADULT CAREGIVER:

- Offers conflicting, unconvincing, or no explanation for the child's injury, or provides an explanation that is not consistent with the injury.
- Describes the child as "evil" or in some other very negative way.
- Uses harsh physical discipline with the child.
- Has a history of abuse as a child.
- Has a history of abusing animals or pets.

CONSIDER THE POSSIBILITY OF NEGLECT WHEN THE CHILD:

- Is frequently absent from school.
- Begs or steals food or money.
- Lacks needed medical or dental care, immunizations, or glasses.
- Is consistently dirty and has a severe body odor.
- Lacks sufficient clothing for the weather.
- Abuses alcohol or other drugs.
- States where there is no one at home to provide care.

CONSIDER THE POSSIBILITY OF NEGLECT WHEN THE PARENT OR OTHER ADULT CAREGIVER:

- Appears to be indifferent to the child.
- Seems apathetic or depressed.

CONSIDER THE POSSIBILITY OF SEXUAL ABUSE WHEN THE CHILD:

- Has difficulty walking or sitting.
- Suddenly refuses to change to gym or to participate in physical activities.
- Reports nightmares or bedwetting.
- Experiences a sudden change in appetite.
- Demonstrates bizarre, sophisticated, or unusual sexual knowledge or behavior.
- Becomes pregnant or contracts a venereal disease, particularly if underage 14.
- Runs away.
- Reports sexual abuse by a parent or another adult caregiver.
- Attaches very quickly to strangers or new adults in their environment.

CONSIDER THE POSSIBILITY OF SEXUAL ABUSE WHEN THE PARENT OR OTHER ADULT CAREGIVER:

- Is unduly protective of the child or severely limits the child's contact with other children, especially of the opposite sex.
- Is secretive and isolated.
- Is jealous or controlling with family members.

CONSIDER THE POSSIBILITY OF EMOTIONAL MALTREATMENT WHEN THE CHILD:

- Shows extremes in behavior, such as overly compliant or demanding behavior, extreme passivity, or aggression.
- Is either an inappropriate adult (parenting other children, for example) or inappropriately infantile (frequently rocking or head-banging, for example).
- Is delayed in physical or emotional development.
- Has attempted suicide.
- Reports a lack of attachment to the parent.

CONSIDER THE POSSIBILITY OF EMOTIONAL MALTREATMENT WHEN THE PARENT OR OTHER ADULT CAREGIVER:

- Constantly blames, belittles, or berates the child.
- Is unconcerned about the child and refuses to consider offers of help for the child's problems.
- Overtly rejects the child.





■ PARENT/LEGAL GUARDIAN ACKNOWLEDGMENT FORM ■

I acknowledge the following:

I have received all the information pertaining to the care of my child included in the Head Start Parent Guide.

I understand that I can view it on the ESC19 Head Start Website (http://www.esc19hs.net/head-start-centers/for_parents) at anytime, and a hard copy is available for me upon request.

Child's name: _____

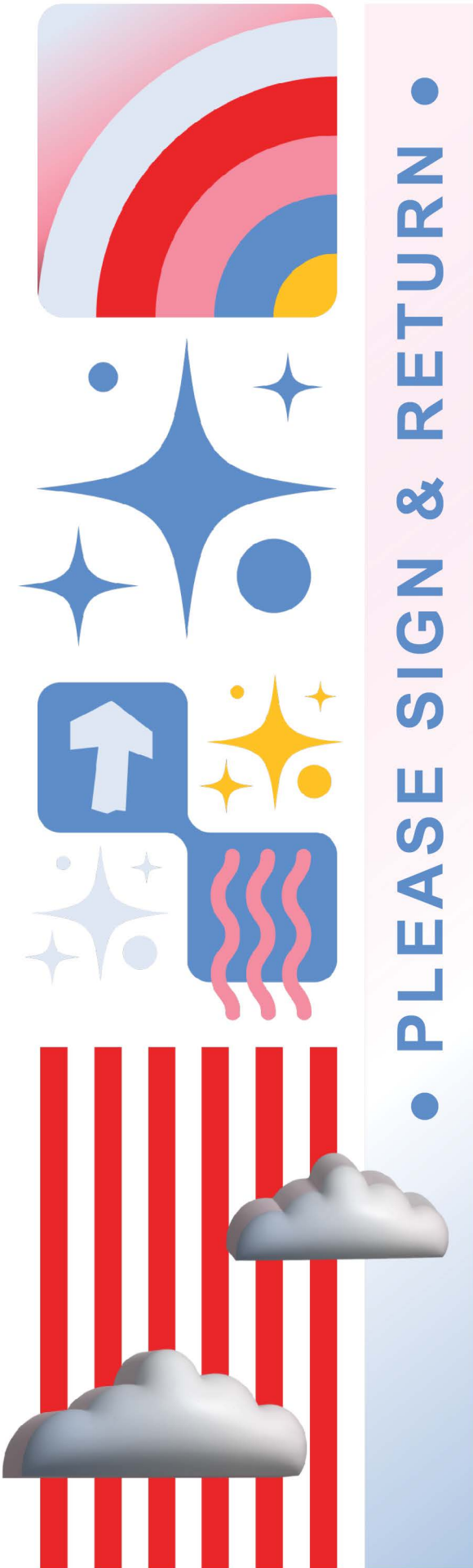
Classroom # _____ A.M./P.M./Full Day

Parent/Legal Guardian's name: _____

Parent/Legal Guardian's signature: _____

Date: _____

• PLEASE SIGN & RETURN •



**WE ARE HERE TO INSPIRE, ENRICH, AND EMPOWER
THE LIVES OF CHILDREN, FAMILIES, AND STAFF.**

WE ARE HEAD START.



32 CENTER LOCATIONS
*SERVING CHILDREN, WOMEN, & FAMILIES,
THROUGHOUT EL PASO & HUDSPETH COUNTIES.*