Goal: To meet the objectives of the Head Start Performance Standards with regards to transition

STANDARD	GOAL	OBJECTIVES	SPECIFIC	PERSON	TARGET
			TASKS/ACTIVITIES	RESPONSIBLE	DATE
1304.41 (c) (1)	To provide smooth transition opportunities.	 (c) Transition services. (1)Grantee and delegate agencies must establish and maintain procedures to support successful transitions for enrolled children and families from previous child programs into Early Head Start or Head Start and from Head Start into elementary school, a Title I of the Elementary and Secondary Education Act preschool program, or other child care settings. These Procedures must include: 	 Share transition plan with local school districts and childcare centers to make them aware of the Head Start Programs transition goals. Send current enrollment lists to elementary campuses. 	Education Manager, and Family Services manager Attendance Clerk	August 2012 June 2013
1304.41 (c) (1)		(i) Coordinating with the schools or other agencies to ensure that individual Early Head Start or Head Start children's relevant records are transferred to the school or next placement in which a child will enroll or from earlier placements to Early Head Start or Head Start:	 Student records are continuously updated in Skyward student record- keeping system and transferred to the receiving campus. Cumulative student folders are forwarded to receiving in-district kindergarten staff. Copies of student records are sent to out-of-district kindergarten campus with a parental signed release of records. 	Education Manager, Family Services Manager, Health Services Manager, Mental Health/Disabilities Manager, Attendance Clerk, and Records Clerk	June 2013
		(ii) Outreach to encourage communication between Early Head Start or Head Start staff and their counterparts in the schools and other child care settings including principals, teachers, social workers and health staff to facilitate	 6. Head Start Managers and teachers will meet with Kindergarten teachers, public school counselors and assistant principal prior to the first day of school to discuss the developmental progress and abilities of 	Head Start Managers	May 2013

STANDARD	GOAL	OBJECTIVES OBJECTIVES	SPECIFIC	PERSON	TARGET
		continuity of programming;	TASKS/ACTIVITIESindividual children.7. Head Start teachers will discuss transition options with parents and how they may best prepare for the transition.	RESPONSIBLE Education Manager Head Start Teachers	DATE October 2012 – May 2013
		(iii) Initiating meetings involving Head Start teachers and parents and kindergarten or elementary school teachers to discuss the developmental progress and abilities of individual children; and	 Head Start teachers will meet with parents to discuss individual student progress and abilities to be shared with K teachers and other appropriate campus staff. Head Start and Kindergarten teachers will meet to discuss the developmental progress and abilities of individual children. 	Education Manager Head Start Teachers Parents	August 2012-May 2013
		(iv) Initiating joint transition- related training for Early Head Start or Head Start staff and school or other child development staff.	 Head Start and Kindergarten teachers will meet during the fall to align Head Start and Kindergarten curriculum to ensure effective transition. 	Education Manager Head Start Teachers Kindergarten Teachers	October 2012

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STANDARD	GOAL GOAL	OBJECTIVES OF the Head Start Perfo	SPECIFIC	PERSON	TARGET
STANDARD	OOAL	Objectives	TASKS/ACTIVITIES	RESPONSIBLE	DATE
1304.20 (f) (2) (iii)	Transition of infants/toddlers with disabilities to preschool services.	(iii) They participate in and support efforts for a smooth and effective transition for children who, at age three, will need to be considered for services for preschool age children with disabilities.	 Participate in the 120-day meeting with First Steps ECI Program and provide input to parents and ECI staff so that the best placement option can be determined. Discuss services that are available in Head Start for preschool age children with disabilities. 	Disabilities Manager Education Manager ARD Committees Parents	August 2012 – May 2013
1308.17 (a) (2)	Facilitate a smooth transition of children with disabilities out of Head Start.	To assist parents in making the transition from Head Start to other placements.	 Make parents aware of the Kindergarten options that are available. Discuss opportunities for parents to become involved in the Kindergarten program Provide parents with suggestions for addressing transition concerns and achieving goals. Provide opportunities for parents to meet staff of receiving schools through ARD meetings and Transition meetings. 	Disabilities Manager Education Manager Family Services Manager ARD Committees	August 2012 – May 2013
1308.19 (c)	Transitioning children with Individual Education Plans (IEP) into Head Start.	When the LEA develops the IEP, a representative from Head Start must attempt to participate into the IEP meeting and placement decision for any child meeting Head Start eligibility requirements.	 The Diagnostician and Speech Language Pathologist from the LEA as well as the Disabilities Manager will collaborate when scheduling ARD meetings: 120-day ARD meetings PPCD ARD meetings Speech ARD Meetings The Disabilities Manager 	 West Orange-Cove Dept. of Special Services Disabilities Manager ARD Committees Parent 	August 2012 – May 2013

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STANDARD	GOAL	OBJECTIVES	SPECIFIC	PERSON	TARGET
STANDARD	GUAL	Objectives	TASKS/ACTIVITIES	RESPONSIBLE	DATE
			and Head Start nurse attend all		
			ARD meetings.		
1308.19 (e) (3)		A statement of services to be	1. Complete Transition	Head Start Managers	May 2013
1308.19 (0) (3)		provided by each Head Start	Summary for each child that	Nurse	Way 2013
		component that are in addition to	will be shared with parents and	Teachers	
		those services provided for all	receiving school. The	Parents	
		Head Start children, including	Transition Summary will also	i uronto	
		transition services.	identify the transition services		
			needed by individual children		
			and families.		
1308.21	Parent participation and	Support parents and children with	See Disabilities Plan p. 45	Disabilities Manage	August 2012
	transition of children	disabilities entering from infant/		Nurse	– May 2013
	into Head Start and from	toddler program.		ARD committee	
	Head Start to public			Parents	
	school.				
1308.21 (b) & (c)	Parent participation in	(b) Grantees must plan to assist	1.Celebrity Breakfast is held	Family Services	January
	transitions of children	parents in the transition of	early in the school year that	Manager,	2013
	with disabilities.	children from Head Start to public	allows parents to meet	-	
		school or other placement,	various community people,		
		beginning early in the program	agencies and other school		
		year.	personnel.		May 2013
			2. Kindergarten visits are	Education Manager	
		(c) Head Start grantees, in	scheduled which allow the		
		cooperation with the child's	Head Start Children to tour		
		parent, must notify the school of	their receiving campus, meet		
		the child's planned enrollment	staff, including the Principals,		
		prior to the date of enrollment.	counselors, nurse, speech		April 2013
			therapist etc. 3.Spring ARDS will always	Disabilities Manager	April 2013
			include an invitation to the	Disabilities Manager	
			receiving campus for their		
			Speech therapist, teacher,		
	1	1	specen merapist, teacher,	I	

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STANDARDGOALOBJECTIVESSPECIFIC TASKS/ACTIVITIESPERSON RESPONSIBLETARGET DATEImage: conselor or administrator to attend.intend.Image: conselor or administrator to attend.Image: conselor or administrator to attend.1304.52 (k) (3) (ii)Planning for successful child and family transitions(ii) Methods of planning for successful child and family transitions to and from the Early Hard Start or Head Start program.Head Start Image: compus tours Family Partnership Agreement and Child Health ServicesHead Start Director Manager Education Manager Education Manager Classroom Staff Agreement and Child Headt ServicesAugust 2012 -May 20133. Transition of three-year-old classroom visits • Campus tourStrate of the expension ParentsEducation Manager Classroom Staff Agreement and Child Health ServicesIanuary 2013 – May 20131304.52 (k) (3) (ii)Planning for successful child and family transitions to and from the Early Hard Start or Head Start program.Image: constaff Agreement and Child Health ServicesAugust 2012 -May 20131304.52 (k) (3) (iii)Planning for successful child and family transitions(iii) Methods of planning for successful child and family transitions to and from the Early Hard Start or Head Start program.Image: constaff Agreement and Child Health ServicesImage: constaff Agreement and Child Head Start ServicesIma			objectives of the Head Start Perfo			r
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Agreements and Child Services Monoger May 2012						Juna 2012
Health Records						
				Health Records	2	
Orientation Family & Health Man August 2012				• Orientation	Family & Health Man	August 2012
HS Dir and Managers September					HS Dir and Managers	September
Open House Family Services 2012				Open House		
Manager					Manager	
4. Transition of four-year-olds				4. Transition of four-year-olds		
to kindergarten Education Manager May 2013					Education Managor	May 2012
Transition meeting with Education Manager May 2013				• Transition meeting with	Education Manager	Iviay 2015

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STANDARD	GOAL	OBJECTIVES	SPECIFIC	PERSON	TARGET
			TASKS/ACTIVITIES	RESPONSIBLE	DATE
			Elementary Campuses	Family Services	
			Staff	Manager	
			Parents attending	-	
			workshops are provided	Family Services	August
			Kindergarten supplies	Manager	2012-May
			8	6	2013
			• Plan Kindergarten visits		
			for children and parents to	Education Manager	May 2013
			elementary campuses	Family Services	
			 Send Kindergarten 	Manager	
			Round-up flyers to parents	Head Start Director	May 2013
			Round-up fryers to parents	Elementary Campus	111uj 2013
				Principals	
				Timeipuis	
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