

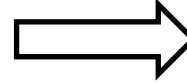
# 2019: WORK & COMMUNICATION PLAN FOR NEW CAPE METRO HSP SITES



Home-School Partnerships

Supporting informal learning at home in the early years  
An early literacy programme by Wordworks

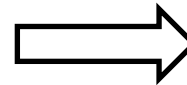
Your HSP team registers for and attends the Wordworks HSP Facilitator Training on three Saturdays: 19 January, 16 February and 9 March from 08h30 to 15h45



We supply you with Facilitator Materials.

Your HSP team plans programme and recruits parents

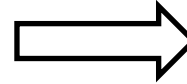
Two weeks before you start your programme, ensure you have sent your FIRST REQUEST FOR RESOURCES to Wordworks. We need to know number of parents with language breakdown.



We supply parent resources for Sessions 1 to 4.

Your HSP team runs first half of parent programme.  
At Session 1 you distribute Workbooks to parents.  
At Session 3 you distribute stationery to parents.  
Your Wordworks Mentor makes contact with you.  
Feel free to ask for support.

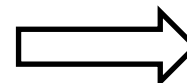
Straight after Session 3, please email your SECOND REQUEST FOR RESOURCES to Wordworks. We need to know updated number of parents with language breakdown as well as how many surplus resources you will send back.



We supply parent resources for Sessions 5 to 8 and surplus Workbooks and stationery are returned.

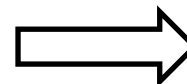
Your HSP team runs second half of parent programme.  
At Sessions 5 & 6 you distribute HSP Booklets.  
At Session 7 you distribute Literacy Game Packs.  
At Session 8 you have a happy graduation 😊

Straight after graduation, please send Wordworks your HSP Programme Report and return any surplus resources.



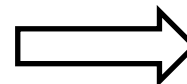
You become eligible to participate in next year's programme and to receive HSP resources.

Your HSP team registers for and attends the Wordworks Reflection & Refresher with your cluster in JUL/AUG to share successes and challenges and receive programme updates. This will be a final opportunity to return surplus resources.



Surplus resources are returned.

Before end September, please send Wordworks a completed Recommitment and Information Update for 2020 form. We need to know which facilitators are committed for next year, and whether you need training for any new facilitators.



Together with education districts, we raise funds and print enough resources to support your programme for another year!