

2019: WORK & COMMUNICATION PLAN FOR WEST COAST EDUCATION DISTRICT SCHOOLS



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 18–20 June, from 08h30 to 16h00.

We supply you with facilitator materials.

Your HSP team plans programme and recruits 20 parents.

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

Parent resources for Sessions 1 to 6 are sent to the **District Office**, from where they will be distributed to schools.

Your HSP team runs first half of parent programme. After every session, submit your parent registers to Michelle Delpont and Vanessa Craill. At Session 1 you distribute Workbooks to parents. At Session 3 you distribute stationery to parents. Your **District Mentor** makes contact with you. Feel free to ask for support.

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

Parent resources for Sessions 7 and 8 are sent to the **District Office**, from where they will be distributed to schools. Surplus Workbooks and stationery are sent to the **District Office**.

Your HSP team runs second half of parent programme. After every session, submit your parent registers to Michelle Delpont and Vanessa Craill. At Session 7 you distribute Literacy Game Packs. At Session 8 you have a happy graduation 😊

Straight after graduation, please send your **District Office** your HSP Programme Report and return any surplus resources. Submit your school's HSP portfolio to your **District Office** by October.

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

Your HSP team registers for and attends the Reflection, Refresher and Certification in November to share successes and challenges and receive facilitator certificates. This will be a final opportunity to return surplus resources.

Surplus resources are returned.

By mid October, please send your **District Office** 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!