

DID YOU KNOW?

**DROPPING CHILDREN
NOVEMBER 2020**



DID YOU KNOW THAT...

**DURING THE PANDEMIC WE LOOK AT
ABSENCE DIFFERENTLY?**

DOCUMENT. DOCUMENT. DOCUMENT.

WHAT IF THE CHILD IS ABSENT?

- The Clerk contacts the family to obtain absence justification and codes ChildPlus with an absence reason. **Document in ChildPlus.**
- The Generalists connects with family that has 3 or more absences to offer support to maintain attendance. **Document in ChildPlus.**
- The Teacher connects with family to provide online tools and distance learning if possible. **Document in ChildPlus.**

WHAT IF THE ABSENCE CONTINUES?

- Do not 'drop' a child due to absences. Even if staff has not been able to engage a family during an extended absence, programs are expected to consider that slot enrolled unless the family has told the program the child will not return.
- COVID-related excused absences are unlimited.
- After all avenues have been attempted to contact the family, attempt a home visit. **Document in ChildPlus.**

YES, A HOME VISIT MAY BE NEEDED.

If there has been no contact after all other avenues of contact have been attempted (phone, text, zoom, email) then a Home Visit should be attempted.

Is the parent at home?

- If Yes,
 - Do not enter the home.
 - Stay at least 6 feet from the other person.
 - Wear a mask.
- If No, leave a door hanger showing you have visited.

Continue efforts on re-engagement weekly (Ex. Phone calls, Text messages, Emails, etc.) and document efforts in Child Plus.

- Families that have indicated that they are unable to participate in virtual activities may be provided alternative options:
 - Teacher phone call to offer one-on-one education activities at an appointed time/date.
 - Completion of education activities in school to home activity packets to include completion of the Non Federal Share Form monthly.
- If Family does not elect to participate in any alternative options the following applies:
 - Family/Child will remain enrolled and **weekly re-engagement** activities will be implemented.