SUBJECT:	APPROVED: 07-01-10
NUTRITION EDUCATION	BY: Ron Griffin, Director

PURPOSE:

To provide nutrition education programs to families and staff.

POLICY:

Grantee and delegate agencies must ensure that the nutrition education program includes, at a minimum:

- The selection and preparation of foods to meet family needs and in the management of food budgets.
- Parent discussions with program staff about the nutritional status of their child.

REFERENCE:

Head Start Performance Standards Performance Standards 1304.40 (F) (3) (i) & (ii)

PROCEDURE:

1. Generalist will post Family Learning Calendar of training activities on Staff & Parent Boards.

2. All support staff will work together to plan a Resource Fair for parents at the Family Learning Center and local Head Start sites. Staff will use information gathered from Community Assessment surveys and Family Services Assessments (FSA's).

3. Participants invited to the resource fairs will be based on data collected from community assessments completed by parents and FSA's.

4. The Resource Fair will include:

   a. Hands-on-nutrition education experiences
   b. Brochures and information on nutritional programs, e.g. food budgets
   c. Guest Speakers, e.g. healthy food choices and preparation

1

5. Generalists will:

a) Notify parents by flyers, phone calls, face to face contact, etc.
b) Document training and file in Training Binder at Family Learning Center and Site.
c) Collect all materials, agendas and sign-in sheets at the end of training.
d) Provide materials in parent's primary language and translator (as needed)

4. The Generalist and other support staff will refer parents to Nutrition Specialist for child nutritional concerns and issues.

    a. Generalist will document referral in case notes in COPA
    b. Generalist will work with Nutrition Specialist to follow-up on all referrals.