



## **CY2023 Parent Participation Plan (PPP)** **For Rota CYP**

### **Policy Statement:**

Parents are ultimately responsible for the health, safety and well-being of their children and are an integral part of their child's early education experience. Parents and CYP Professionals work in partnership to further each child's developmental and educational goals. Parents are welcome at our CYP facilities at any time during normal hours of operation. However, parent participation is strictly voluntary, and shall not be required as a condition of enrollment.

### **Goal of our Parent Participation Plan:**

To build a collaborative relationship with parents in order to create a strong support system fostering resiliency, self-esteem, a healthy mind and body in our children, youth and teens.

### **Objectives:**

- To engage families in building partnerships and positive relationships with CYP professionals and administration.
- To promote parent education and training workshops, including all ages and stages of children's development, parenting skills, and child abuse awareness.
- To provide assistance in the areas of fundraising projects, special events, on-site field trip experiences, and community involvement.
- To inform parents about the Navy adopted curriculum programs and how they assist in their child's learning.
- To provide parents the opportunity to observe children and participate in activities in the classroom or program.
- To engage parents in the future preparation for re-accreditation with the National Association for the Education of Young Children (NAEYC) or The Council on Accreditation (COA).

### **Parent Education:**

Our CYP facilities maintain a reference library of resource materials for parents that cover a wide range of child and youth information that include, but are not limited to, special needs, child abuse awareness, nutrition, etc. Parent resources are located in the reception area of each facility. This area will include brochures for various parent support resources, fliers with information about training provided by installation agencies, such as Family Readiness, etc.

## **Planned Parent Education Opportunities for 2023:**

### *- Child Abuse Awareness Prevention*

- \*Age appropriate Guidance Techniques. National Child Abuse Prevention Month.
- \*Internet safety for Youth and Teens.
- \*Child Abuse Prevention, Education, and Reporting

### *-Ages and Stages of Children's Development, 0 to 18 years*

- \*Developmentally and Age Appropriate Toys for Christmas from infant to 18
- \*"All my Kids do is Play!" The Academics of Early Childhood Education.
- \*Ages and Stages: Age Appropriate Online and video games for 6-10

### *-Parenting Skills:*

- \*Time to Get Ready to PCS: Involving the Children in this Transition.
- \*Are you Ready? Getting your Family Ready for Disasters.
- \*Safe Sleep Practices, Sudden Infant Death Syndrome Prevention, and Tummy Time.
- \*Talking to Kids about Back to School Worries.

## **Parent Communication**

### **All CYP Programs:**

- Parents are encouraged to communicate and share information with the staff regularly to establish continuity between home, school and the program.
- Program supervisors are present during business hours to answer questions and listen to your concerns. Anonymous questions, comments and concerns will be addressed via the suggestion box (located at the front desk at each facility).
- All parents are invited to attend the Parent Involvement Board (PIB) meetings. The PIB is a forum for discussing program issues and planning parent involvement opportunities. Please contact a CYP Program Director for more information about the PIB.
- Monthly Newsletters outlining current events are distributed monthly at all CYP programs.
- Snack and meal calendars and program calendars are available on the parent information boards in each center.
- Copies of the Parent Handbook are available for download on our MWR website at <https://www.navywwrrota.com/> on each of our CYP Program's webpage or can be provided upon request by our front desk staff.
- All parents are welcome to attend our quarterly parent education sessions.

### **Parent Communication with Staff at the CDC:**

- Parent/Teacher Conferences (3 times per calendar year): CDC staff will provide a written assessment specific to each child's growth and development. Parent conferences may also be held throughout the year on an as needed basis.
- Daily Gram (provided for ages < 3yrs): Parents of children under the age of three years shall be provided with written information on the child(ren)'s sleeping and eating habits as well as other pertinent information on a daily basis.
- Parents of children ages three-five will receive verbal, informal communication every week.
- Informational Flyers (prior to all events)

### **Parent Communication with Staff SAC & Teen**

- Staff will provide ongoing communication regarding day-to-day experiences, health and behavior issues, children/teen's interests and plans for upcoming events.
- Parent conferences shall be held throughout the year as needed to meet the needs of individual children and youth.

### **Parent Information Bulletin Board**

Parent information bulletin boards are available in each CDC classroom and at SAC/Youth facility. These boards include, at a minimum, weekly activity plans, daily schedules, DoD child abuse hotline number and local child abuse reporting procedures, menus and guidance and touch policies.

### **Additional Communication**

All CYP Professionals are able to provide families with information about the various CYPs in the area and are listed on our SAC and CDC webpages.

### **Customer Satisfaction Survey**

On an annual basis, we will conduct a customer satisfaction survey to determine our families' satisfaction with our staff, programs, facilities and services. However, if our parents express a concern or complaint at any time during their child(ren)'s enrollment in a CYP, we will make every effort to provide a timely and appropriate response.

### **Parent Involvement Board**

Parents are encouraged to participate in the CYP Parent Involvement Board (PIB). Meetings are held on a quarterly basis or as necessary. The PIB is composed of parents and representatives from each CYP specific to the installation and a command representative. The PIB offers our families an opportunity to discuss problems and concerns, communicate with other PIB members and to provide recommendations for improving services. The PIB operates in an advisory capacity only and does not engage in the management or operation of any CYP. The PIB also assists in coordination of the parent participation plan and at least one member of the PIB may serve as a member of the Multi-disciplinary Inspection Team. Become our Chairperson and earn 10 Reward points at each of the four (4) PIB meetings you chair!

### **Parent Engagement & Rewards Program:**

We encourage our parents to spend time in the CYP in which their child(ren) is enrolled, whether it's just to observe, to participate in planned activities or to share their interests, talents, abilities and knowledge. As an added bonus CYP has a **Rewards Program** that offers financial incentives to families who choose to volunteer within our programs or participate in our parent education events. Points or CYP Rewards, are then awarded based on the amount of time that you spend participating in the activity (one CYP point for one hour) and the activity itself. When you accumulate a total of 10 CYP Rewards, you will receive a discount on your next military child care fee or Youth Sports league registration. Points are accrued either hourly or at a flat rate and opportunities are detailed in this Parent Participation Plan along with their assigned point value. Additionally, see our Family Engagement Brochure and our Parent Handbook for more information on this incentive program.

***Earn one CYP Reward for every one hour spent performing activities such as:***

- Attending parent/teacher conferences
- Assisting with health and nutrition activities such as gardening and recipe sharing
- Assisting the training specialist with CYP professional training
- Creating or arranging seasonal decorations/bulletin boards
- Assisting with daily routines and programming venues
- Working with children on special projects such as healthy cooking, performing arts activities
- Photographing or videotaping program activities
- Reading or playing a musical instrument with small groups or individual children
- Sharing information with children about professional occupations or special talents
- Tutoring SAC children, youths or teens
- Volunteering during special events, parades or festivals
- Writing articles for the CYP newsletter

***Youth Sports Involvement Reward Points:***

- Youth Sports offers many opportunities for parent involvement to include becoming a coach during any of our sport seasons. Please check with Youth Sports Office for exact dates.
- Starting sign-ups dates (subject to change):
  - Youth Basketball – January
  - Baseball – March
  - Sports Camps – May/June
  - Youth Soccer – August
  - Youth Football – October
- All families that participate in the Youth Sports program must complete an annual Parent Association of Youth Sports (PAYS) Training in order to register their child for Rota youth Sports.
- Rewards Information-Volunteer as a YSF Coach and get a choice of three rewards options for redeeming points:
  - No-cost registration for your child(ren) for the same season during which you are the Coach OR
  - Receive a \$30 credit towards the household's next child care billing OR
  - Receive no-cost registration for your child(ren) for a subsequent YSF sports season.

***All events listed are specific to parent participation opportunities within the program identified. Earn one reward point for 1 hour of volunteering to help with each activity listed below (unless otherwise noted above for YSF Coaching or below beside the opportunity). Signing-up to volunteer in advance with the Program Manager is required.***

## January

- **CDC Events**
  - 20<sup>th</sup> @ 2 p.m., Churros con Chocolate Day. Parents are invited to enjoy a traditional Spanish treat with their children.
- **Youth Sports Events**
  - 12<sup>th</sup> Coaches Training 1700 Bld 41
- **Youth Program Events**
  - 26<sup>th</sup> @ 2:30 p.m., Youth Recognition Awards Ceremony
- **SAC Events**
  - 19<sup>th</sup> @ 2 p.m. – 5 p.m., National Popcorn Day Events: We welcome our families to “Pop” in and enjoy the afternoon with us!
  - 27<sup>th</sup> @ 4 p.m. – 5 p.m., National Chocolate Cake Day and National Lego Day. Come do the Lego Challenge and enjoy a piece of Chocolate Cake
- **CYP Wide Event**
  - 25<sup>th</sup> 12 p.m. – 12:30 p.m. ***Parent Education Opportunity***— “All my Kids do is Play!” The Academics of Early Childhood Education. Child Development Center Room C3.

## February

- **Youth Sports Events**
  - 16 Feb Coaches CPR 0900, Coaches Training 1700 Bldg 41
  - 24 Feb Run Like Me 1600 MWR Fitness Track
- **Youth Program Events**
  - TBD – BGCA National Fine Arts Contest Display @ NEX
  - 23<sup>rd</sup> @ 2:30 p.m.: Youth Recognition Awards Ceremony
- **SAC Events**
  - All month – Family Game Challenge – Challenge your kids in an interactive Black History Month trivia board game. Questions change every week!
  - 8<sup>th</sup> – National Kite Flying Day – Create a kite with decorations that represent your family. Take it outside and let it fly.
  - 14<sup>th</sup> all day “I love my Kid” Photo Booth and National Book Giving Day! Come take a picture and take a book!
- **CYP Wide Event**
  - 1<sup>st</sup> @ 12 p.m. – 1 p.m. ***Parent Education Opportunity***— Ages and Stages: Age Appropriate Online and video games for 6-10 year olds. School Age Care Bldg. 41.
  - 8<sup>th</sup> @ 12p.m. @ the SAC-- ***Parent Involvement Board Meeting***: Focus: Parent Rewards Program. All parents welcome no matter the age of your child! See how being a Coach can get you discounts on YSF registrations and Full Time Care parents can get discounts on their fees! Lunch will be served!! (10 points for chair & 3 points for attendees)

## March

- **CDC Events**
  - 2<sup>nd</sup> @ 10 a.m. Read across America. In celebration of Dr. Seuss's birthday, a special guest will read to the children. Parents are also invited to read to their child's classroom.
  - 10<sup>th</sup> World Health Day. In partnership with medical professionals in the community, we will host an activity where children can learn about germs.
- **Youth Sports Events**
  - 7<sup>th</sup> at 4 p.m. Start Smart DGF Elementary
  - 17<sup>th</sup> at 4 p.m. Run Like Me @ MWR Fitness Track. Parents come motivate kids to run Track events
- **Youth Program Events**
  - 23rd @ 1430: Youth Recognition Awards Ceremony
  - 27 -31 March – Missoula Children's Theater (Tentative)
- **SAC Events**
  - 2 – Read Across America Day - Volunteer to read a story – Parents or kids can volunteer to read a short story aloud to a group, by themselves or reading tandem.
  - 14 – National Pi Day - join us for some pi (3.14) and some Pie prepared by our very own Kid Chefs!
- **CYP Wide Event**
  - 1<sup>st</sup> 12 p.m. – 1 p.m. *Parent Education Opportunity*— Safe Sleep Practices, Sudden Infant Death Syndrome Prevention, and Tummy Time. Child Development Center Room B1

## April

- **CDC Events**
  - Month of the Military Child—see internal calendar for activities almost every day in support of our little heroes.
  - 14<sup>th</sup> Purple up Day. All children will participate in making purple tie dye shirts in celebration of the color of the military child.
  - 28<sup>th</sup> @ 3 p.m. Month of the Military Child Carnival/Feria. The children will put on a traditional Sevillana performance for the families. Families are invited to join us for a carnival of activities throughout the program.
- **Youth Sports Events**
  - 6 April-- Coaches Training
  - 7 April-- YSF CPR Training
- **Youth Program Events**
  - 27th @ 2:30 p.m. Youth Recognition Awards Ceremony
  - Date TBD – Family Trip in conjunction with Tickets and Travel—More information in the Vamos!

- **SAC Events**
  - Month of the Military Child Mural – 3-7 April, all day long. Parents come write or draw on our special MoMC mural to remind your child and tell the world why your military child is so special.
  - 28th @ 2 p.m. Month of the Military Child Cardboard Carnival
- **CYP Wide Event**
  - 5<sup>th</sup> 4 p.m. – 5 p.m. **Parent Education Opportunity**— Internet safety for Youth and Teens. Youth Center. \
  - 11<sup>th</sup> 4 p.m. – 5 p.m. **Parent Education Opportunity**— Child Abuse Prevention, Education, and Reporting. School Age Care Bldg. 41
  - 19<sup>th</sup> 12 p.m. – 1 p.m. **Parent Education Opportunity**— Age appropriate Guidance Techniques. Child Development Center B1

## May

- **CDC Events**
  - 2<sup>nd</sup> National Teacher Day. Every day this week, we invite parents to celebrate and thank our teachers for all of their hard work in helping the children to grow and learn.
  - 12<sup>th</sup> @ 11 a.m. Lunch with Loves. We invite parents to the program to eat lunch with their children, so children can celebrate their parent.
- **Youth Sports Events**
  - 19<sup>th</sup> @ 4 p.m.-- Run like me (Track Event) @ Fitness Center Track
  - 2<sup>nd</sup> @ 4 p.m.-- Start Smart Baseball Youth Sports Complex
- **Youth Program Events**
  - 25th @ 1430: Youth Recognition Awards Ceremony
- **SAC Events**
  - May 2 @ 2 p.m. – 4 p.m. Make a Card for National Teacher’s Day (May 3) – Work with your child to create a beautiful card to present to their teacher for national Teacher’s Day (05 May 2020). We’ll provide the paper and you provide the inspiration.
  - May 4 – Star Wars Day – Enjoy our sequence of events starting at 1400. See Newsletter for a list of events and times.
  - May 25 – Come learn some Asian and Pacific Islander/local food cooking recipe short-cuts. Starting at 1400-1700. Please see parent newsletter for times and dishes.
- **CYP Wide Events**
  - 2<sup>nd</sup> @ 12 pm – 1 pm Time to Get Ready to PCS: Involving the Children in this Transition. Child Development Center Room B1.
  - 10th @ 12p.m. @ YTH-- **Parent Involvement Board Meeting**-- Focus: Summer Programming for all families. Stop by for some sandwiches and key summer fun information and a free lunch! *(10 points for chair & 3 points for attendees)*

## June

- **CDC Events**
  - 19<sup>th</sup> @ 2 p.m. Donuts with Grown Ups. Parents are invited to the program to complete a craft activity with their children and eat donuts.
- **Youth Program Events**
  - 6<sup>th</sup> @ 14:30: Youth Recognition Awards Ceremony
  - Date TBD – Family Tour in conjunction with Tickets and Travel—More information in the Vamos!
- **SAC Events**
  - 8<sup>th</sup> – Beach Clean up 0930-1030, Come with us to our local beach to do some beach clean up. Grab a bag, some gloves and follow us to the beach. (Beach location TBD)
  - 9<sup>th</sup> Parent Child Matching rainbow bracelets with diversity focus
  - Join us every Friday during camp for our Family Lunch and Summer Camp Show case. Starting at 1130.

## July

- **Youth Sports Events**
  - 25<sup>th</sup> YSF Smart Start Sign ups
- **Youth Program Events**
  - Date TBD – Family Tour in conjunction with Tickets and Travel— More information in the Vamos!
- **SAC Events**
  - Every Friday @ 11:30 a.m.- Join us during camp for our Family Lunch and Summer Camp Show case.
- **CYP Wide Event**
  - 4<sup>th</sup> of July celebration at La Plaza fields.

## August

- **CDC Events**
  - 18<sup>th</sup> @ 10 a.m. End of the Summer Preschool Performance. Throughout the summer, children will explore a performing art and have the opportunity to perform for their parents.
- **Youth Sports Events**
- **Youth Program Events**
  - Date TBD – Family Tour in conjunction with Tickets and Travel— More information in the Vamos!
- **SAC Events**
  - 11:30 a.m., every Friday, Join us during camp for our Family Lunch and Summer Camp Show case.



- **CYP Wide Events**
  - 8<sup>th</sup> 4 p.m. – 5 p.m. Talking to Kids about Back to School Worries. School Age Care Bldg. 41
  - 17<sup>th</sup> 4 p.m. – 5 p.m. The Stress of Going Back to School. Child Development Center Room B1

### September

- **CDC Events**
  - 26<sup>th</sup> CDC Olympics, 10 a.m. . The children will perform great feats showing off all their strength.
- **Youth Sports Events**
  - YSF Sports Community Meeting (Date-TBD)
  - RUN with ME (Running event with parents) (Date-TBD)
- **Youth Program Events**
  - 28<sup>th</sup> @ 2:30 p.m. : Youth Recognition Awards Ceremony
- **SAC Events**
  - 8<sup>th</sup> @ 3 p.m. – 4 p.m. Open House – Come see what we’re about! Take a tour throughout our facilities, do some activities and get a snack . . . just like our SAC kids! Talk with our other CYP professionals and find out what goes on here throughout the year.
  - 15<sup>th</sup> through 1 October – Hispanic Family Recipes – Bring in copies of your favorite (easy) Hispanic recipes to include in our cookbook.
- **CYP Wide**
  - 14<sup>th</sup> 12 p.m. – 1 p.m. *Parent Education Opportunity*— Are you Ready? Getting your Family Ready for Disasters. School Age Care Bldg. 41
  - 12<sup>th</sup> @ 12p.m.at SAC --**Parent Involvement Board Meeting:** Focus College Preparation Opportunities. Also in attendance will be our Commanding Officer, CAPT Suarez. (10 points for chair & 3 points for attendees)

### October

- **CDC Events**
  - 30<sup>th</sup> @ 3:30 p.m. Costume Parade with Fall Festivities
- **Youth Sports Events**
  - 3<sup>rd</sup> @ 4 p.m.--YSF Start Smart Sign Ups
- **Youth Program Events**
  - 26<sup>th</sup> @ 2:30 p.m. : Youth Recognition Awards Ceremony
- **SAC Events**
  - 4<sup>th</sup> 3 p.m. – 6 p.m. – National Taco Day – Come enjoy a taco snack as you pick up your child.
  - 13<sup>th</sup> – Hispanic Heritage Cooking and Cookbook – Come taste the work of our kid chefs as they recreate some of the family recipes into their own masterpiece. Using an original cover design the children will plan and create their own Family Hispanic Heritage Cookbook to share.

- 10th-13th - Fire Prevention Week – Get a free copy of “Home Fire Escape Plan” and compete it as a family. Take turn quizzing each other on different aspects of home fire safety.
- **CYP Wide**
  - 28th @ the Drive-In Theater—Trunk or Treat—a community event for all ages

### November

- **CDC Events**
  - 3<sup>rd</sup> Cocoa to Go.
  - 10<sup>th</sup> @ 3:30 p.m.. Family Cookie Time. Parents are invited to join us in the program to decorate cookies with their children.
  - 17<sup>th</sup> @ 11 a.m. Harvest Luncheon. Parents are invited to join us for a harvest luncheon.
- **Youth Sports Events**
  - YSF Run with Me (with Parents) TBD
- **Youth Program Events**
  - 30th @ 2:30 p.m. : Youth Recognition Awards Ceremony
  - Date TBD – Family Tour in conjunction with Tickets and Travel— More information in the Vamos!
- **SAC Events**
  - 1<sup>st</sup> – 3<sup>rd</sup> Our Military Family Photo Booth – Stop and take a pic at our Photo booth made especially for our military families.
  - 21<sup>st</sup> -24<sup>th</sup> (all day) We are Thankful Tree – Working alongside your children, let’s fill our Thankful Tree full of leaves showing what we are thankful for.
- **CYP Wide**
  - 13<sup>th</sup> @ 4 p.m. – 5 p.m. *Parent Education Opportunity— Child Abuse Prevention, Education, and Reporting.* Child Development Center Room B1
  - Dates and Times TBD – Partnership with NEX-- *Parent Education Opportunity— Selecting Appropriate Toys and Electronics for your infant/child/teen.* Location: NEX by the toys department.

### December

- **CDC Events**
  - 1st @ 3:30 p.m. Holiday Card Workshop. Parent are invited to help their children make holiday cards for family and friends.
  - 15<sup>th</sup> @ 10:30 a.m. Holiday Art Gallery Grand Opening and Children’s Winter Performance Parents are invited to come to the program see the work their children have completed this year and watch their children perform.
  - 22<sup>nd</sup> Holiday Pajama Day. We welcome children to come in holiday pajamas ready for the season.
- **Youth Sports Events**
  - Winter Fitness Program (Date TBD)
- **Youth Program Events**
  - 14th @ 14:30: Youth Recognition Awards Ceremony

- **SAC Events**
  - 14<sup>th</sup> 4p.m. – 5 p.m. Family Art Day – Recycled Art – Create art at SAC as a family by using common throw-away items, or take instructions to use at home together.
- **CYP Wide Events**
  - 1st Saturday Winter Wonderland Community Event for all ages
  - 8th @ 12p.m. @ CDC-- Parent Involvement Board Meeting-- Focus: Your Family's Mental Health through the Holidays—Lunch will be served! (10 points for chair & 3 points for attending)

**Special School Liaison Officer Managed Events and Initiatives Parents are welcome to participate in:**

- Bi-annual Spanish School workshops (February and August)
- Quarterly Homeschool Meet & Greets
- Quarterly School Advisory Council meeting DGF Elementary school
- Quarterly School Advisory Council meeting DGF Middle/High School
- Quarterly Installation Advisory Council meeting DGF (Parent SAC Representatives Only)
- Quarterly PTSO meetings DGF Middle/High
- Quarterly PTSA meeting DGF Elementary
- Quarterly College Readiness workshops
- Quarterly Youth Sponsorship Event
- Annual Special Education Workshop
- Annual Deployment Workshop
- Annual Transition Kindergarten Workshop
- Annual College Fair
- Annual Back to School Event
- Special EFMP Focus Sessions

\*\*NAVSTA Rota CYP does not have a Child Development Homes (CDH) program at the time of publication. Should we establish a CDH in the future, it will be incorporated into the PPP.