



Family Engagement Plan for _____

Name of site

It is the intent of Wake ThreeSchool (WTS) to welcome and develop strong partnerships with all families. To build and enhance these essential relationships, members of our staff will:

- _____ Visit children's families in home environment or neutral setting to gather information from the family about their hopes and aspirations for their child and to share information about the child's new classroom. Families may request a neutral setting for initial visit.
- _____ Welcome each child and family individually – Programs will use enrollment opportunities (i.e., staggered entry) that allow for introductions and smooth transitions. Opportunities such as parent orientation, home visits, and open house will provide focused and individualized attention for each child and family.
- _____ Family members and volunteers will be welcomed to the classroom. Programs will also provide opportunities for families to visit the classroom at mutually convenient times outside of school hours. Programs will engage and include families when making decisions about their child and their child's early education program.
- _____ Hold at least two-family conferences each year. During the conference, teachers will share their observations of children's strengths and opportunities for growth. Programs will engage families to share in planning and assessing their child's next steps.
- _____ Establish on-going two-way communication between schools and families. This communication exchange will include at least three of the following:
 - Family representation in center decision making
 - Family workshops – and education
 - Center and Family agreements -such as the center's operational procedures
 - Newsletters
 - Family Information Boards
 - Weekly and/or daily reports
 - Creating joint plans for finding solutions when challenges occur
 - List other examples of communication not listed here

Family Engagement Plan submitted by _____

Signature / Date

NOTE: Documentation for Family Engagement Plan submitted at Closeout.

Updated 6/15/26