

# L.B.J.&C. Head Start

# L.B.J.& C. Notes

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## Thanks to Local Lowe's Heroes

A huge thanks to four local Lowe's stores for providing some needed work to the selected Head Start centers. The Smith County, South Cookeville, Crossville, and Midway Head Start centers received generous volunteer efforts and needed materials provided by their local Lowe's stores of Lebanon, Cookeville, Crossville, and McMinnville, respectively. The Pleasant Cove Nursery in McMinnville also provided plants to the Midway center. A huge thank you to the Lowe's Heroes. We are honored to be the recipients of Lowe's generosity.

Welcome to a new program year!

Give input into your child's education. Become a part of your center's Parent Center Committee.

All centers will be having their first Parent Center Committee Meeting in September. Look for the notification from your local center.

See the Center Supervisor or Family Engagement Staff for more information.



## HEY PARENTS!!!

Join WCTE's Get Ready To Learn Community Collaboratives for Early Learning Media members Putnam County School System and Putnam County Library at the 2017 WCTE's Stations Of Imagination. This year Putnam County School System invited a special PBS KIDS guest, Curious George. Stop by the PCSS and PCL "Building Brains" booth, check out the PBS KIDS Design Process, and get "Curious about Learning" with Curious George. WCTE's Stations Of Imagination is free for families. 2017 Stations of Imagination will be held on September 8th & 9th. Check out <http://www.wcte.org/events/>



# L.B.J.&C. Head Start

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## MISSION STATEMENT

L.B.J. & C. HEAD START'S MISSION IS TO PARTNER WITH THE FAMILY AND COMMUNITY TO HELP CHILDREN AND FAMILIES PREPARE FOR SCHOOL.

..."it takes a village to raise a child..."

We're on the web!  
Check us out at [www.lbjc.org](http://www.lbjc.org)

"Be a Head Start Volunteer-Contact your local Center Supervisor today. Head Start needs and appreciates all volunteers."

## Recipients:

Head Start Families  
Head Start Policy Council Members  
Head Start Board Members  
Head Start Staff  
Head Start Advisory Committee Members  
Head Start Partners

L.B.J. & C. Head Start is a Limited Purpose Agency serving Clay, Cumberland, Dekalb, Fentress, Jackson, Macon, Overton, Pickett, Putnam, Smith, Warren, and White Counties. Parents' participation is not required as a condition of their child's enrollment. Participation is voluntary. However, Head Start needs Parental Input into all aspects of the Head Start Program. Funded by the U.S. Department of Health and Human Services, Administration for Children and Families. L.B.J. & C. Development Corporation is an Equal Opportunity Agency. The agency does not discriminate on any non-merit reasons such as race, color, religion, sex, national origin, age, marital status, political affiliation, sexual preference, or qualified individuals with mental and physical handicaps. The 504/ADA/Title VI Contact Person: Barbara Pendergrass (931) 528-3361. For reprints of this newsletter, contact us at (931) 528 - 3361, e-mail us at [information@lbjc.org](mailto:information@lbjc.org), or FAX us at (931) 528 - 2409.

Though no one can go back and make a brand new start, anyone can start from now and make a brand new ending! --Unknown Author

## Back-To-School Tips: A Checklist for Parents

- Remember to have verbal contact with the Head Start staff when transferring your child into our care.
- Please do not send food, money, toys, or backpacks to the center with the child.
- When your child is dropped off or picked up at the center, he/she **CAN** only be signed in or out by an **authorized adult**. An authorized adult is one who the parent or legal guardian has listed on the child's application as an "authorized release person." Changes or additions to authorized release persons may only be made in person. Changes may **not** be made over the phone or through notes. Authorized persons may be required to show photo ID.
- Firearms, weapons, alcohol, and drugs are strictly prohibited on the L.B.J. & C. Head Start operational sites. A child will not be released to any person suspected of being under the influence of drugs and alcohol.
- Head Start has a Tobacco-Free Environment Policy prohibiting tobacco use at all times in all space utilized by the Head Start Program.
- Your child's attendance is very important to his/her learning. Please notify the center if your child will be absent from the center.

## Attendance Policy Synopsis

If your child has to be absent, you as the parent are expected to call the Head Start center by 8 a.m., report the cause of absence and let them know when you expect the child to return. If the parent does not contact the Head Start by 8 am, your child will be considered unexpectedly absent. Head Start staff will contact the parent/guardian regarding your child's absence. Contact from the parent is encouraged so that Head Start Staff can be aware of the reason. A two-day absence without any communication will result in the Family Engagement staff making a home visit or other direct contact.

Once a child's attendance falls below 90%, their attendance will be closely monitored. If a child who have a pattern of unexcused absences that causes their attendance to fall below 85%, his/ her parent/guardian will be notified in writing from the Central Office that he/she has been placed on "Attendance Watch". Attendance letters will be sent (in the family's preferred language), along with a copy of the individual attendance, making the family aware that the child has been placed on attendance watch. If a child who has been placed on Attendance Watch continues to have unexcused absences, the child will be placed back on the Center's waiting list and another child will be enrolled into the Center to receive the Program's benefits when the center has an active waiting list. The Parent/Family Engagement Specialist, ERSEA/Transition Specialist, or other administrative staff will contact the family to assure the family is receiving reasonable assistance and to determine if they require additional services the program could provide.

Please refer to the complete Attendance Policy in the Parent Handbook for additional information.