

Standards of Conduct FOR PARENTS

When I volunteer/participate in the Early Head Start/ Head Start program, I agree to the following Standards of Conduct:

1. I will respect and promote the unique identity of each child and family and refrain from stereotyping on the basis of gender, race, ethnicity, culture, religion, disability, sexual orientation or family composition.
2. I will follow program and Agency confidentiality policies concerning information about children, families, and other staff members.
3. I will treat every child, parent, co-worker and volunteer with respect and dignity as I perform my daily responsibilities.
4. I will not maltreat or endanger the health or safety of children. I understand the following actions are not allowed for any reason:
 - Taping a child's mouth, binding or tying a child to restrict movement or other physical abuse
 - Corporal punishment, isolation or using physical/outdoor activity as a punishment or reward
 - Using or withholding food as a punishment or reward
 - Using toilet training methods that punish or demean a child
 - Public or private humiliation, including rejecting, extended ignoring, terrorizing or corrupting
 - Verbal abuse, including profane, sarcastic language, threats or derogatory remarks about child or their family
5. I will make a concerted effort to welcome parents to the Head Start center and provide them with a variety of opportunities to become involved in ways that are comfortable and responsive to each parent's individual needs.
6. I understand that any violation of these standards will be subject to disciplinary action up to and including termination. Each case will be evaluated on an individual basis and acted on in accordance with Agency policies.

During Home Visits:

- a. I will secure any pets away while EHS/HS staff is present.
- b. No one in my home will use drugs or alcohol while my home visitor is present.
- c. Any weapons will be put away in a secure location.
- d. An adult that is familiar to the home visitor will answer the door.
- e. Everyone present in my home will be dressed appropriately while home visitor is present.
- f. I will allow my Home Visitor/Family Advocate/FRS to bring other Economic Security Staff with them when they visit, provided I am notified prior.
- g. I will inform my home visitor of everyone present in my home during their visit.
- h. If I have concerns for the safety of my home visitor I will inform them prior to the home visit whenever possible.
- i. I understand that engaging in any illegal and/or unsafe activity that may place my home visitor in danger could result in temporary or permanent discontinuation of Early Head Start/ Head Start Services.

At the center:

- a. No child will be left alone or unsupervised while on Early Head Start/ Head Start premises or sponsored events. Program staff is responsible for supervision of the children in the classroom and on the bus and

volunteers are never to be left alone with children.

- b. I will be a positive role model when volunteering for Early Head Start or Head Start.
- c. I will familiarize myself with Early Head Start/ Head Start procedures and function in accordance with these guidelines whenever serving as a representative of the program.
- d. I understand that all regular volunteers will complete a TB screening and background screenings.
- e. I understand that volunteering with the Early Head Start/ Head Start program does not qualify me for benefits normally received by employees of the company including but not limited to wages, health insurance, worker's compensation, un-employment insurance compensation, retirement, FICA and any other benefits that may be available to employees in the future.
- f. Economic Security Corporation is not responsible for accidents or injuries I may incur as a result of my volunteer activities.

As an Early Head Start/ Head Start parent, I agree to:

1. Attend scheduled home visits, center visits and socializations according to my child's enrolled program option.
2. Share observations and information about my child with staff.
3. Assist Early Head Start/ Head Start in keeping my child's medical and dental records up-to-date and in making appointments for my child.

Social Media: A closed Facebook page may be available for my site. This platform is used to share the great things happening in the program. By choosing to participate, I agree to the following:

1. I agree to create a positive online experience for others in my language and conduct.
2. I agree to make this a safe place for others by not sharing photos of other children and families without their permission.
3. I understand this site is not monitored at all times. If I have an urgent question or emergency need, I will call the center.
4. I understand the site is operated under the complete discretion of ESC.

I acknowledge that my FRS/Family Advocate/Home Visitor reviewed each section of the parent handbook and orientation module with me.

Parent Signature: _____

Date: _____

Parent Signature: _____

Date: _____

Staff Signature: _____