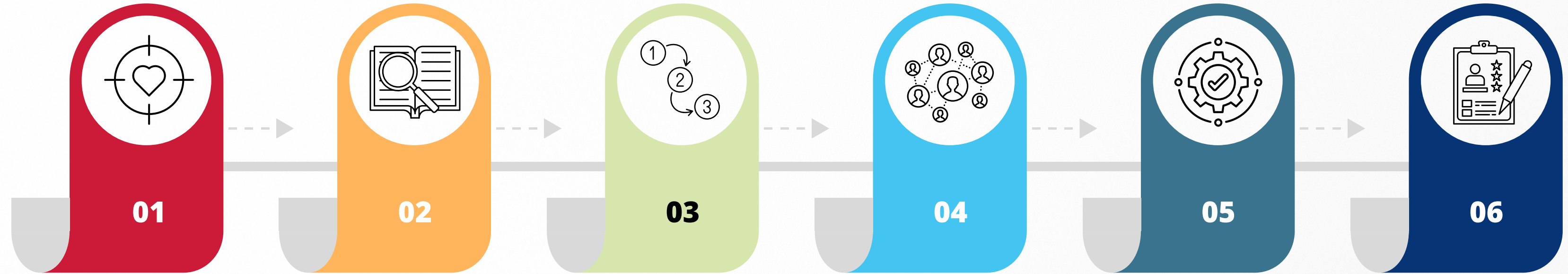


# Building a Family Engagement Policy



## Purpose

Why the policy exists

- Alignment with the organization's mission
- Value statement about the intended impact of family engagement

## Definitions

Terms used in the policy and important acronyms

- A definition for family engagement that aligns with the organization's mission and vision
- Definitions of titles, such as "parent leader"
- Definition of terms like "collaborate" and "partnership"

## Procedures

Guidelines for implementation

- How the organization will engage families, including frequency of engagement
- Supports provided to family leaders, including compensation and translation
- How the family engagement policy will be improved over time

## Responsibilities

Roles and duties of individuals involved in policy implementation and compliance

- Family role description and participation expectations
- Staff roles and expectations

## Building Capacity

Training Plan for Families and Staff

- A list of training topics for families, co-created with families
- A list of training topics for staff, including best practices for engaging families

## Evaluation

A plan for measuring the effectiveness of the engagement policy

- How family input will be included in measuring the effectiveness of the policy
- Evaluation activities such as surveys, focus groups and feedback surveys