

Handout 16: Creating A Climate for Communications

Part 1: Think about five ways that your program promotes positive staff-parent communication. To get you started, we have listed an example.

Example: We always make sure the lights are on, the heat or fans are on, and the curtains are opened in all the rooms before any families arrive, so that the place is bright and welcoming.

1.

2.

3.

4.

5.

Part 2: List three ideas for new ways your program could promote effective communications (you may include in this list any activities that your program is currently attempting to do).

Example: Our program could create a place where parents can "hang out" and get to know each other and staff on a more informal basis.

1.

2.

3.

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Part 3: Select one item from Part 2 and develop some options for implementing the plan.

Example: Option 1. We could look at our spacing plan to find a room that we could turn into a lounge. Option 2. If we can't find space, perhaps we can sponsor some community events that encourage informal, social gatherings for parents and staff. Option 3. We can create a bulletin board that lets parents and staff post news and notes directed at each other.

New Idea (from Part 2):

Option 1.

Option 2.

Option 3.

Part 4: List here the points that need to be considered in order to make a decision among these different options.