

Sec. 1304.41 Community partnerships.

(a) Partnerships. (1) Grantee and delegate agencies must take an active role in community planning to encourage strong communication, cooperation, and the sharing of information among agencies and their community partners and to improve the delivery of community services to children and families in accordance with the agency's confidentiality policies. Documentation must be maintained to reflect the level of effort undertaken to establish community partnerships (see 45 CFR 1304.51 for additional planning requirements).

[Family Partnership Plan Policy](#)
[Recruitment, Selection and Enrollment Policy](#)
[Community Partnerships](#)
[Child Nutrition Assessment Procedure](#)
[Communication System](#)
[Program Planning Policy](#)

(2) Grantee and delegate agencies must take affirmative steps to establish ongoing collaborative relationships with community organizations to promote the access of children and families to community services that are responsive to their needs, and to ensure that Early Head Start and Head Start programs respond to community needs, including:

[Community Partnerships](#)
[Copay Procedures](#)

- (i) Health care providers, such as clinics, physicians, dentists, and other health professionals;
- (ii) Mental health providers;
- (iii) Nutritional service providers;

[Physical & Dental Exam Policy](#)
[Health Advisory Committee Policy](#)
[Mental Health Observation and Assessment](#)
[Interagency Agreements](#)

(iv) Individuals and agencies that provide services to children with disabilities and their families (see 45 CFR 1308.4 for specific service requirements);

[Disabilities Service Plan Overview for Special Children in Head Start](#)
[Services to Children with Disabilities](#)
[Identification of Children with Potential Disabilities](#)

- (v) Family preservation and support services;
- (vi) Child protective services and any other agency to which child abuse must be reported under State or Tribal law;

[Family Development and Intensive Case Management](#)
[Family Partnership Plan Policy](#)
[Responding to Emergency and Crisis Needs](#)
[Referral Policy](#)
[Child Abuse & Neglect Policy & Procedure](#)

(vii) Local elementary schools and other educational and cultural institutions, such as libraries and museums, for both children and families;

[Comprehensive Parent Staff Conference Policy](#)

[Transition Policy](#)

(viii) Providers of child care services; and

[Communication - Child Care Parent Referral Procedure](#)

(ix) Any other organizations or businesses that may provide support and resources to families.

[Job Description PC Bylaws](#)

(3) Grantee and delegate agencies must perform outreach to encourage volunteers from the community to participate in Early Head Start and Head Start programs.

[Performance Skills Volunteer Training Program Career Ladders Parent Involvement Handbook](#)

(4) To enable the effective participation of children with disabilities and their families, grantee and delegate agencies must make specific efforts to develop interagency agreements with local education agencies (LEAs) and other agencies within the grantee and delegate agency's service area (see 45 CFR 1308.4(h) for specific requirements concerning interagency agreements).

[Disabilities Service Plan Overview for Special Children in Head Start Identification of Children with Potential Disabilities Services to Children with Disabilities](#)

(b) Advisory committees. Each grantee directly operating an Early Head Start or Head Start program, and each delegate agency, must establish and maintain a Health Services Advisory Committee which includes Head Start parents, professionals, and other volunteers from the community. Grantee and delegate agencies also must establish and maintain such other service advisory committees as they deem appropriate to address program service issues such as community partnerships and to help agencies respond to community needs.

[Community Partnerships Health Advisory Committee Policy](#)

(c) Transition services. (1) Grantee and delegate agencies must establish and maintain procedures to support successful transitions for enrolled children and families from previous child care programs into Early Head Start or Head Start and from Head Start into elementary school, a Title I of the Elementary and Secondary Education Act preschool program, or other child care settings. These procedures must include:

[Comprehensive Parent Staff Conference Policy Transition Policy](#)

(i) Coordinating with the schools or other agencies to ensure that individual Early Head Start or Head Start children's relevant records are transferred to the school or next placement in which a child will enroll or from earlier placements to Early Head Start or Head Start;

[Comprehensive Parent Staff Conference Policy Transition Policy](#)

(ii) Outreach to encourage communication between Early Head Start or Head Start staff and their counterparts in the schools and other child care settings including principals, teachers, social workers and health

staff to facilitate continuity of programming;

[Comprehensive Parent Staff Conference Policy](#)
[Transition Policy](#)

(iii) Initiating meetings involving Head Start teachers and parents and kindergarten or elementary school teachers to discuss the developmental progress and abilities of individual children; and

[Comprehensive Parent Staff Conference Policy](#)
[Transition Policy](#)

(iv) Initiating joint transition-related training for Early Head Start or Head Start staff and school or other child development staff.

[Transition Policy](#)

(2) To ensure the most appropriate placement and services following participation in Early Head Start, transition planning must be undertaken for each child and family at least six months prior to the child's third birthday. The process must take into account: The child's health status and developmental level, progress made by the child and family while in Early Head Start, current and changing family circumstances, and the availability of Head Start and other child development or child care services in the community. As appropriate, a child may remain in Early Head Start, following his or her third birthday, for additional months until he or she can transition into Head Start or another program.

[Recruitment, Selection and Enrollment Policy](#)
[Comprehensive Parent Staff Conference Policy](#)
[Transition Policy](#)

(3) See 45 CFR 1304.40(h) for additional requirements related to parental participation in their child's transition to and from Early Head Start or Head Start.

[Recruitment, Selection and Enrollment Policy](#)
[Comprehensive Parent Staff Conference Policy](#)