



HIPPY PARENT HANDBOOK



HIPPY Children Are...

- ADMIRABLE**, recognize them.
- BOUNTIFUL**, be generous with them.
- COLLAGES**, be creative with them.
- DEPENDABLE**, rely on them.
- EXPRESSIVE**, encourage them.
- FRIENDLY**, be kind to them.
- GIFTS**, treasure them.
- HUGGABLE**, embrace them.
- INTERESTING**, learn from them.
- JOYOUS**, laugh with them.
- KIND**, be fair with them.
- LOVABLE**, cherish them.
- MEEK**, be gentle with them.
- NOTEWORTHY**, notice them.
- OPTIMISTIC**, believe them.
- PRECIOUS**, value them.
- QUICK**, watch them.
- REAL**, affirm them.
- SPECIAL**, cherish them.
- TALENTED**, support them.
- UNDERSTANDING**, communicate with them.
- VALUABLE**, think highly of them.
- WONDERFUL**, marvel at them.
- X-TRA ORDINARY**, celebrate them
- YEARNING**, notice them.
- ZESTFUL**, enjoy them.

An Open Letter to HIPPY Parents

Welcome to the **HIPPY** Family Team! Each year more than 5,700 parents enroll in the HIPPY program. They are all taking advantage of this unique opportunity to play a leading role in helping their children acquire the knowledge and skills necessary to succeed in school and beyond.

Today, more than ever, there is a tremendous emphasis on parental involvement and the important role parents must play to help prepare and educate their children to be successful learners. We are delighted that you have chosen to enroll your child in the Home Instruction for Parents of Preschool Youngsters and hope that you and your child will have a positive outcome as a result.

In **HIPPY**, we believe that “A Love of Learning Begins at Home” and further, we believe that parents are their child’s most important and influential teacher. Over the years, we have seen firsthand what happens when parents spend fifteen to twenty minutes a day with their child teaching **HIPPY** curriculum activities. Teachers have reported that **HIPPY** children generally are able to follow directions better, are good listeners, have fewer suspensions, and performed well on achievement tests.

For the next thirty weeks, please commit to spending time each day teaching and yes, playing with your child. Children learn through play and **HIPPY** activities are intended to be fun and interactive. The time you invest in your child today pays huge dividends later as he/she progresses through school.

This **HIPPY** handbook has been prepared to help you understand what **HIPPY** is, how it operates, and in what way your Homebased Educator and other program staff can assist you in getting the most out of the **HIPPY** program.

Please read this manual carefully and contact your local **HIPPY** program if you have questions or need more information. Our goal is to provide you with high quality service and ensure that you enjoy the experience of teaching your child and helping him/her develop the skills that he/she will use throughout life.

Welcome and Have a Wonderful Year in HIPPY!!!



WHAT IS HIPPY?

HIPPY (Home Instruction for Parents of Preschool Youngsters) is a home-based early childhood education program for parents of two, three, four, and some five year old children. Parents, you are your child's first and most important teacher. You have what it takes to make a meaningful difference in your child's life -the gift of TIME; spend it wisely; spend it with your child.

Just fifteen minutes each day with your child will make a difference in how well he/she performs in school when entering kindergarten. To help your child develop important lifelong learning skills, we recommend the Home Instruction for Parents of Preschool Youngsters (HIPPY).

All HIPPY programs must include the following components:

- ✓ A thirty week curriculum that is developmentally appropriate
- ✓ A professional coordinator and staff of home-based educators
- ✓ Role-play as the technique for teaching parents the activities
- ✓ Service delivery through home visits and group meetings

WHAT THE HIPPY PROGRAM EXPECTS FROM PARENTS

You have made the decision to participate in HIPPY, and as an enrolled parent, you are expected to do the following:

- ✓ Complete the enrollment process by submitting all required documentation.
- ✓ Allow a home-based educator to visit in your home at a regularly scheduled time each week to role-play the curriculum with you. This requires a commitment of approximately 45 minutes to one hour per visit.
- ✓ Work with your child 15 to 20 minutes each day, teaching the age appropriate HIPPY activities. Take advantage of other teachable moments with your child while shopping, eating together, playing, watching TV, reading storybooks, or simply enjoying conversation.
- ✓ Be present at all parent group meetings sponsored by your site either monthly or bi-monthly.
- ✓ Ensure the child is available for developmental screening and present at parent teacher conference.

Contact your local HIPPY office, if your home-based educator fails to keep appointments, or if you have other concerns.

WHAT PARENTS SHOULD EXPECT FROM THE PROGRAM

As a participant in the HIPPY program, the agency commits to provide high-quality services. You should expect the program:

- ✓ To provide, at no cost to you, the 30 week HIPPY curriculum, all related storybooks, shapes and other supplies, so that you can properly teach the activities.
- ✓ To carry out periodic observation of the home-based educator by the supervising coordinator to make sure appropriate services are being provided.
- ✓ To provide meaningful and informative group meetings, training and enrichment activities to help you prepare your child for school.



Per section 23.04.4 of the ABC Rules and Regulations, “No religious activity may occur during any ABC day and no ABC funds may be used to support religious services, instruction or programming at any time.” Section 23.04.5 States in part, “To assure that no religious activity is paid or subsidized by public funds or occurs in any manner suggestion governmental endorsement of any religion or message: a) ABC funds must be used exclusively to support allowable ABC program costs incurred to provided non-religious instruction and activities during the ABC day; and b) No religious activity my occur during any ABC day regardless of the source of funds used to support the activity. Per ABC Rules and Regulations, section 23.03.5, “Religious activities” means, without limitation, religious services, prayer, religious rituals, or religious instruction provided by or carried out by or under the authority of the ABC program.

Virtual and Hybrid Service Delivery

Virtual and Hybrid Service

Home Instruction For Parents of Preschool Youngsters (HIPPO) recognizes and respects the needs of personal safety and comfort of our families. Virtual and hybrid delivery services are alternative methods to remote learning when extended circumstances impede the ability to conduct in person home visit safely. It is used as an alternate method for online learning options with the assistance of the home-based educator and supervisor. In order to obtain virtual or hybrid services a consent form must be signed by parent/guardian or caregiver. Your local HIPPO Program will provide guidelines and assistance.

Virtual

Virtual delivery is a temporary alternative method used in home visiting utilizing video conference technology and phone calls. A virtual home visit occurs when a shared video conference between the home-based educator, parent(s) guardian(s) or caregiver is on an online platform in real time using audio/visual communications. These visits are delivered using tablets, computers, laptops and video conferencing on a secure platform. The home-based educator and participants will develop a scheduled time each week to role play the curriculum with you. The required commitment is approximately 45 minutes to one hour per virtual visit.



Hybrid

Hybrid delivery services is a combination of traditional home visits and virtual. The home-based educator and parent will develop a scheduled time each week to role play the curriculum with you. The required commitment is approximately 45 minute to one hour.

WHAT YOU SHOULD EXPECT FROM YOUR HOME-BASED EDUCATOR

Now that you have made the decision to enroll in the Home Instruction for Parents of Preschool Youngsters program, you will be assigned a home-based educator.

It is the home-based educator's responsibility to:

- Assist you with the application and enrollment process.
- Help you identify documentation necessary for the enrollment process:

Those documents may include:

- ✓ **Birth Certificate**
 - ✓ **Immunization Record/Well Child Check**
 - ✓ **Proof of income/Completed Application**
- Schedule and meet with you on a regular basis to role-play each weekly activity.
 - Contact you in a timely manner when she is unable to keep regularly scheduled appointments due to illness or other personal circumstances.
 - Assist you by making referrals and recommendations to various agencies, organizations, and school districts for additional support.

Home-based Educator's Name: _____

Home-based Educator's

Telephone Number: _____

Coordinator's Name: _____

Coordinator's

Telephone Number: _____

PARENTAL INVOLVEMENT

By enrolling your family in the HIPPY program, you have already made the first step in setting your child up for higher academic achievement. Each time you teach your child a HIPPY lesson, you show them how much you value education and that value becomes instilled in your child. Setting those high educational standards early is one of the keys to

BEST WAYS TO BE INVOLVED

Set High Expectations: Research has shown that when parents have high expectation for a child's educational achievement, it leads to the highest rates of academic success, over all other types of parental involvement in education.

What You Can Do:

- 👉 Communicate frequently with your child about the importance of education and doing well in school, the sooner the better.
- 👉 Express high, but not unrealistic expectations, for your child's achievement and future careers.
- 👉 Let your child know that education is an important value in your home and you expect him/her to work hard and be successful.
- 👉 If you talk about success, you will see success.

Support Learning at Home: Research demonstrates that parents who participated in programs that taught them how to stimulate their young child's educational and emotional needs at home had children who scored higher on mental tests, used more words, and had greater language scores than those children who did not.

Those parents who started earlier in their child's life saw the most powerful effects. These findings were the same for people of all backgrounds and economic statuses. *In fact, family participation was **twice** as predictive of a student's academic success as family socio-economic status.*

What You Can Do:

- 👉 Carry out the weekly HIPPY lessons with your child.
- 👉 Attend the monthly or bi-monthly parent group meetings to learn new ways to work with your child at home.
- 👉 Read to your child daily.
- 👉 Talk to your child using real vocabulary, ask him/her questions.
- 👉 Turn off the TV and encourage imaginative play.

Benefits of Parental Involvement

Benefits for Children:

- Children tend to achieve more in school regardless of racial or ethnic background, socio-economic status, or parent's education level
- Children achieve better grades, test scores, and attendance in school.
- Children have better self-esteem, are more self-disciplined, and have higher aspirations for school.
- Children have a more positive attitude towards school and as a result have improved behavior and less disciplinary issues.
- Children's achievement increased directly in response to how much the parents were involved in their child's education.
- Fewer children are placed in special education and remedial classes.
- Older children with involved parents tend to make better decisions and drop out of school less.

Benefits for Parents:

- Parents increase their time spent interacting and talking to their children and are more sensitive to their children's needs.
- Parents gain more knowledge of child development and tend to be more affectionate and positive and use less punishment with their children.
- Parents are more likely to get involved in their children's school, attend more conferences, and take a more active role in encouraging their child's learning.





Family Participation Agreement

HIPPY Arkansas Since 1986 I, _____ agree to participate in HIPPY

Program, along with my child, _____.

I understand HIPPY is a two or three year, 30 week program. I agree to participate in all activities and comply with the requirements of the program as listed:

1. To meet with an assigned home-based educator in my home or consent to conduct virtual/hybrid visit each week at a regularly scheduled time, to work with my child and submit completed activity packets to the home-based educator. Also to attend all scheduled parent group meetings traditional, virtual or hybrid.
 2. To contact the assigned home-based educator or the HIPPY office if I am unable to keep the scheduled appointment, to submit all documentation required for participation in the program, and immediately contact the HIPPY office if any problems arise as it relates to my participation in HIPPY.
- Participation:** Having been made aware of the commitment and my responsibilities, I agree to comply with and commit to the HIPPY requirements.
- Participation:** I have read and received a copy of the parent handbook and I release the HIPPY program from any and all liability associated with my family's participation.
- Participation:** My child has my permission to attend field trips sponsored by the HIPPY Program while being accompanied by me or a representative of my family that is over the age of 18. I (or my representative) assume all responsibility for my child while attending a field trip and/or parent group meeting and I will not hold the HIPPY Program, program host agency, or their representatives responsible for incidents or accidents.
- Confidentiality:** If you agree to participate in this program, we will make every reasonable effort to maintain the confidentiality of your information. We will be participating in an evaluation of the program which is required by our funders (the Arkansas Department of Health (ADH) and the U.S. Health Resources and Services Administration (HRSA). We will share your information with an outside evaluator. The information we share will be used for evaluation purposes and you will not be identified by name in any report or other materials produced. If requested, we would also be required to share your information but not your name with the funders of the program. Further, we are mandatory reporters under the laws of Arkansas, which requires us to report any child abuse or any intention you have to hurt yourself or others.
- Media Release:** I allow a representative of the HIPPY Program to take photos of my child that may be used for scrapbooking purposes, advertising purposes, or other purposes that support the integrity of the program. I also allow news releases to include my child's name/activity in articles that support the integrity of the program.
- Immunizations:** I understand that my child's immunization records will be accessed by the HIPPY program.

Parent/Caregiver Signature: _____ **Date:** _____

HIPPY Staff Member Signature: _____ **Date:** _____

Home Visiting Program

PARENTAL PERMISSION FOR _____ HOME VISITING PROGRAM TO RELEASE INFORMATION TO OR OBTAIN INFORMATION FROM:

Name of Requesting/Providing Agency _____

Address of Agency _____

City _____ State _____ Zip _____

REGARDING: Reason for Release of Information _____

Child's Name _____

Birthdate _____ Child's SSN# _____

Documents to be released: _____

Parent/Legal Guardian _____

Address _____

City _____ State _____ Zip _____

I give my permission for the release of psychological, medical, educational, case history, or related information from my child's file as an enrollee in the _____ Home Visiting Program. I understand this information will be incorporated into my child's record in the agency listed above. I understand that _____ Home Visiting Program must, without exception, adhere to PL 94-142, which includes the Confidentiality Sections 300-561, 563, 564, 571, 572, and 573.

Requested information may be released (faxed, mailed, or hand-delivered by _____

_____ **Home Visiting Program representative) to/from the above listed agency:**

Guardian/Parent Signature _____ Date _____

Witness Title and Signature _____ Date _____

Program Coordinator _____ Date _____

Home Visiting Program Name: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

TEN TIPS FOR READING BOOKS WITH YOUR PRESCHOOLER

1. Read together every day.
2. Take your child to the library.
3. Let your child pick the book.
4. Find a comfortable place to read.
5. Start with the cover of the book.
6. Read with feeling!
7. Don't rush your reading.
8. Let your child join in and ask questions.
9. It's okay to change the story.
10. Help your child relate to the story or characters.





HIPPY Arkansas
Since 1986

For Additional Information Contact:

**HIPPY Arkansas
Training and Technical Support Office
1 Children's Way, Slot 651
Little Rock, AR 72202
501.364.3671
www.hippyarkansas.org**