



# Developing a Family Engagement Policy

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## 1. Purpose

### *Why the policy exists*

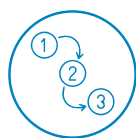
- Alignment with the organization's mission
- Value statement about the intended impact of family engagement



## 2. 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"



## 3. 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



## 4. Responsibilities

### *Roles and duties of individuals involved in policy implementation and compliance*

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



## 5. 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



## 6. 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

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