



Aboriginal Head Start On-Reserve

Regional Training

This resource describes the workshops offered by our Head Start Advisors and the learning outcomes associated with each topic. Talk to us about what you need! Each session can easily be customized to meet your community's specific requirements. We are committed to meeting the high operational standards as defined by BC First Nations and our partners. For more information and/or support, please contact your Regional Head Start Advisor. You can also check out the Frequently Asked Questions section at the end of this guide for information on everything from training budgets to credit for ECE hours.

Head Start Advisors can provide an advanced level of specialized expertise to communities, First Nation Health Authority (FNHA) regional teams and FNHA external partners in the planning and delivery of early childhood learning and development programs and actions.

Our planning and delivery process is built through partnership and consultation to ensure the process is responsive, visionary and transformative. It upholds the fundamental standards to enhance quality programs and services and overall health and well-being for our children and families.

The Head Start Regional Health and Wellness Planning Process is rooted on its Principle and Guidelines, along with the 7 Directives shared by FNHA, the First Nation Health Council and the First Nation Health Directors Association:

- Community-Driven, Nation-Based
- Increase First Nations Decision-Making and Control
- Improve Services
- Foster Meaningful Collaboration and Partnership
- Develop Human and Economic Capacity
- Be Without Prejudice to First Nations Interests
- Function at a Higher Operational Standard



Shared Vision of Healthy, Self-Determining and Vibrant BC First Nations Children,
Families and Communities.

TRAINING TOPICS

Head Start 101 and Orientation

- Learn about Head Start and its history
- Learn how the program is delivered
- Learn how to implement a delivery model
- Understand and implement the Principles & Guidelines and the Statement of Beliefs
- Learn the six key components
- Discover what are we doing, what do we do well and where we want to grow

Description: This session covers the history of BC First Nations Head Start On-Reserve and describes how it operates and/or functions with the FNHA. You'll learn how to design and implement a community-driven and Nation-based Head Start delivery model. You'll also review the Statement of Beliefs, discuss the six key components of the program and learn how to strategize through an inclusive approach.

Outreach and Home Visiting

- Learn about outreach
- Learn about home visiting
- Build the policy and procedures for this delivery model
- Develop Parent Handbooks
- Create age-appropriate curriculum and resources kits

Description: This session explores how home visiting and outreach services can be used when it is difficult to run a centre-based program if there is no facility, not enough children or transportation barriers make it difficult. You'll learn how to identify operational standards and/or



requirements such as family and/or staff health and safety during a home visit, what to expect and how the program and/or service operates.

Growing the Six Components and Curriculum Development

- Explore the six components: Learn, Observe and Reflect
- Discover how you can incorporate each component into your program
- Identify, learn and build upon traditional ways of life in your program, such as through traditional plant medicines and healing, ceremonies and cultural teachings

Description: In this session, you'll learn how to successfully grow and develop a culturally safe and culturally relevant program. We will discuss strategies to enrich and enhance the six components in a way that offers opportunities to include your community. The session also explores overall curriculum development and ways to build, connect and implement learnings from the BC Early Learning Framework. You'll learn how to implement tools that will assist your team in identifying what seasonal planning and/or resources could be shared within your program, and will consider areas to build upon, such as a nutrition program, which could include healthy menu planning, cooking on a budget, canning and preserves, just to name a few.

Guiding Children's Behaviours

- Explore how to listen and identify what children are telling us
- Discover how to support transitions while identifying how to prevent undesirable behaviours
- Use the Early Childhood Environmental Rating Scale (please see the section on Evaluation, Screening and Assessment Tools for more information)
- Learn how to problem solve and seek solutions that will support the child's social and emotional development
- Communicate positively and support the family

Description: This session explores how to identify and support a child's needs while incorporating an inclusive and mindful approach. Explore what underlying barriers and/or challenges may exist through problem-solving, healthy communication and overall classroom flow. Identify how to build a support system within the program and with families in the home.

Incorporating Elder, Knowledge Keeper and/or Knowledge Holder Involvement

- Learn and/or identify the Procedures and Protocols
- Identify what your needs are in order to be inclusive
- Gain Knowledge Holders' input on priorities and interests
- Learn the benefits and teachings received from their wisdom (i.e., traditional knowledge)



- Understand what Elders and Knowledge Keepers/ Holders need in order to feel supported in your program (hot cup of tea, transportation, comfortable chair, etc.)
- Develop a process to support positive outcomes

Description: This session covers how to support, involve and achieve a healthy and safe approach to incorporating the involvement of Elders, Knowledge Keepers and/or Knowledge Holders, along with the steps to take to ensure you have covered areas of protocol. You will learn how to identify what process exists within our authority and how to hold a safe space for all involved. The session will also encourage you to consider ways to identify your program needs and the learning goals you hope to achieve together while including a creative and inclusive environment.

Parent and Family Involvement

- Identify and include all families based on their individual needs
- Build healthy, safe and respectful relationships
- Engage and ensure all voices are heard
- Support our away from home families
- Create a family engagement plan/group or create a Parent Advisory Committee
- Build a network of supports and awareness
- Develop father involvement in the program
- Engage and involve youth in the program



Description: This topic covers strategies to gain community feedback and input into your program's priorities and overall interest for their children. You will learn how to establish and build upon what already exists within your community and how to partner in supporting one another. We'll talk about how to develop tools and/or a process that will assist your team in identifying a consistent and supportive approach to reach your goals.

Evaluation, Screening and Assessment Tools

- Identify and develop methods and tools to support processes such as cycles or regular monitoring systems. Consider what quality improvements, priorities and practices look like and how to achieve your goals
- Implement cultural adaptations using developmental screening tools and receive training in the ASQ: 3-ASQ: SE 2– Ages and Stages Questionnaire and Ages and Stages Questionnaire (Social Emotional)
- Learn how to use the Early Childhood Environmental Rating Scale (ECERS)



- Use the Program Evaluation Process (PEP), a user-friendly, culturally relevant self - assessment and monitoring instrument based on the LOVIT Way (Learn, Observe, Value, Inspire and Teach)

Description: This session explores how to enhance your overall program operation by using evaluation, screening and assessment tools. You'll discover what tools exist and how they can fit into your programming while incorporating cultural adaptations. We'll talk about how qualitative and quantitative data can support you, your leadership and community as a whole, and how to develop learning goals, awareness and opportunities to celebrate your achievements with your community.

Connections with other Head Start Teams and/or Service Providers

- Learn how you can be a part of regional opportunities and build relationships
- Learn who is providing support and build linkages with local partners, such as Community Care Facilities Licensing, Aboriginal Supported Child Development/Aboriginal Infant Development (ASCD/AISP), Child Care Resource and Referrals (CCRRs), Kindergarten teachers, etc.
- Establish virtual peer support

Description: Your Head Start Advisor can support you in building connections and relationships with other programs and/or service providers within your region. Through partnership, your Head Start Advisor will organize and create the physical space for relationship-building and networking between the various partners.

ADMINISTRATION

The following section covers key areas within the overall administration of Head Start. As each community is at various stages of development we have grouped this information into smaller topics. The training will show how each area complements the others, and how to build upon your existing foundation to ensure your program is well run.

We encourage community involvement and welcome Health Directors, Health Leaders/Reps, Education Directors and others to participate in this training. Your Head Start Advisor will brainstorm ideas with you to plan and support this opportunity for building skills and connections within your community.

Budget and development

- Understand your budget
- Learn record-keeping skills and/or how to use existing planning tools
- Learn about your funding arrangement and how to report



Program planning and development

- Learn how to enhance the experiences for children and/or families
- Explore various ways of seeking community feedback
- Consider how to meet the current and future needs of children and families
- Develop a program registration system and forms for families
- Set up and maintain child/family files
- Explore and implement seasonal and/or cultural planning
- Build upon staff roles and responsibilities
- Operate a nutrition program and create a healthy and safe kitchen

Parent handbooks

- Develop a handbook that supports families
- Learn what content should be included and/or considered
- Incorporate strategies that address needs, barriers and/or challenges

Human resources

- Create a staff manual and/or volunteer handbook
- Learn about best practices in recruiting, hiring, postings and interviewing
- Orient new staff, volunteers or practicum students
- Learn how to successfully delegate while meeting the goals you seek to achieve
- Explore how to self-evaluate and evaluate program staff. For example, learn and/or develop a performance evaluation and/or work plan, incorporate smart goals, etc.

Team building

- Learn how to transform and/or create overall wellness into operations. For example, create quality improvements to support health and safety needs, roles and responsibilities, and structures to facilitate mindfulness
- Establish and support respectful relationships
- Learn how to support effective and positive communication
- Learn about lateral violence
- Be an ambassador of lateral kindness

Trauma-informed practice

- Understand where trauma comes from and learn how to be of support
- Create awareness through shared learning and understanding
- Learn how to implement cultural safety and humility
- Establish respectful relationships
- Explore how to incorporate mindfulness



Frequently Asked Questions (FAQs)

What if I only have three participants? What if I have more than 10 participants?

- The training can be offered to any group size. The length in time may vary based upon your group size. Training can be provided either in person or virtually.

How can my staff receive additional professional development hours towards their ECE?

- Certificate hours will be provided to those who participate and these hours may be applied towards ECE license renewal within BC.

My staff work various hours and shifts times, how can they all be included to participate?

- Workshops/trainings can be flexible in length and can be specialized to fit your community needs. We can offer training for full or half days and on evenings and weekends.

How do I book training?

- Email and/or phone your Head Start Advisor to discuss dates and times that work with your schedules.

Where would we meet for training?

- Based on the number of participants, your Head Start Advisor will recommend options for you to consider. Your community would provide the use of vacant and “in kind” space for the workshop. This could be a board room, community hall, Head Start program room, etc.

Do I need a budget for training?

- The workshop is offered at no cost to the community. We only request that you provide in-kind space and approval from leadership. It is up to you if you wish to provide your team with refreshments/meals – this is at your discretion and based upon your operating budget. Breaks will be scheduled to allow time for wellness, along with lunch breaks on full days.

I'm not sure where to start, although I do know we could benefit from the opportunity and support.

- Connect with your Head Start Advisor to discuss and brainstorm ideas to create a plan together. This partnership will enable us to identify an approach and develop a collaborative plan.



First Nations Health Authority
Health through wellness

We've been operating our early years programs for many years – do we need training?

- There is always room to reflect, learn, observe, value, inspire and transform. Through partnership, a plan will be individually tailored to build upon your program's strengths and evolving needs. Over time, many transitions can take place, such as staffing, leadership, families and/or growth and development in community. Staying informed and connected to the current research and learning frameworks can help you improve programs and services and operational standards and meet the needs of the children and families in your community.
- As our respected Elders have shared "We are always learning and we have so much more room for growth" and " Our children and families deserve our absolute best efforts."