Department: Education	Approval Date: Policy Approved 5/9/2017	Procedure Number: 4040
Regulation Number: 1302.21(b)(2)	Regulation Topic: Education and Child Development	Procedure Title: Early Head Start Continuity of Care and Head Start Multi-Age Grouping

Procedure:

In support of continuity of care and multi-age grouping efforts required with MARC Head Start Policy 4040, MARC Head Start staff will:

- Provide information to direct service providers about the benefits of continuity of care for infants and toddlers and multi-age grouping for preschool children.
- Discuss options for continuity of care with direct service providers and support their decision about the approach that is most appropriate for their program.
- Review direct service providers' policies and procedures related to continuity of care for Early Head Start and multi-age 3- to 5-year-old grouping for Head Start. Provide feedback.
- Bring together educators with family engagement/ERSEA and any other relevant staff to make decisions about placement of children. Support and monitor to ensure that family engagement/ERSEA staff and education managers/coordinators are collaborating on placement decisions.
- Support and monitor the direct service providers' implementation of continuity of care for Early Head Start children and multi-age 3- to 5-year-old groupings for Head Start children.

Adherence to the above regulations and this policy is subject to random monitoring by MARC Head Start staff.

Effective Date: July 1, 2017