

Tri-County Community Council, Inc.
Head Start/Early Head Start

Part: 1302 Program Operations

Subpart: B-Program Structure

Section: 1302.21 Center-based Option

Subject: Center-based Option

Policy:

Tri-County Community Council provides the full range of comprehensive services in the center-based option for Head Start and Early Head Start. Comprehensive services include Education and Child Development, Health, Family and Community Engagement, Child with Disabilities, and Transition program services.

Procedure:

1. In each Head Start classroom there will be a teacher and teacher assistant in every four-year-old classroom with a maximum of 20 children. There will be a teacher and teacher assistant in every three-year-old classroom with a maximum of 17 children.
2. In Early Head Start, there will be two teachers in every infant and toddler classroom with a maximum of eight infant/toddlers.
3. An annual calendar will be developed using the public-school calendar. The public-school children attend school 178-180 days a year. Early Head Start's annual calendar will be increased by 48-50 days more than the public-school calendar days to ensure that Early Head Start infant/toddlers attend at least 230 days. Attending 230 days ensures that Early Head Start infant/toddlers attend at least 1380 hours of planned class time.
4. An annual calendar will be developed using the public-school calendar for Head Start. The public-school children attend school 178-180 days a year. Attending 170 days ensures that Head Start children attend at least 1020 hours of planned class time.
5. If there are school closures due to weather or any other unforeseen events the days will be made up during scheduled days off. (Ex. Beginning of Christmas holidays, Spring break, etc.)
6. The Head Start and Early Head Start facilities meet the Florida licensing requirements.