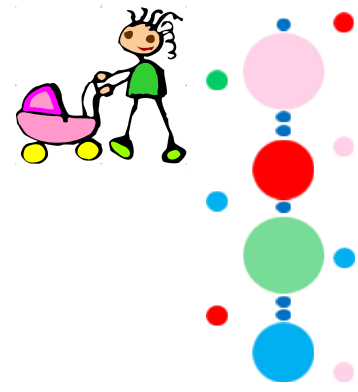


# **PARENT HANDBOOK**

## **Young Parents Program Balga Senior High School**



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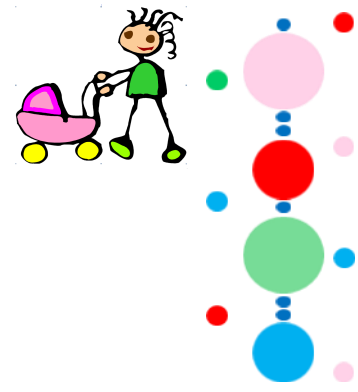
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## WELCOME

Welcome to the Young Parents Program for Young Parents who are enrol in secondary education. This program has been in operation since February 2002 and is governed by an incorporated body; managed by a committee. This program is in operation thanks to funding provided by FACSIA and DEEWR. Over the last few years the program has evolved and expanded to cater for the individual needs of young parents and their families. The purpose of this program is to encourage teen parents to complete their secondary education and to develop holistic skills required in their parenting. This program is available to all young parents in Western Australia.





## OBJECTIVES

- Improve parenting skills
- Encourage positive parent child relationship
- Improve parent health and wellbeing
- Improve child health and wellbeing
- Improve independent living skills
- Reduce social isolation
- Reduce welfare dependency

## STAFF

**CEO** – Carol Lyons

**Director** – Laura Covill

**Childcare Coordinator/Qualified Caregiver** – Lauren

**Qualified Caregiver** – Sarah

**Qualified Caregiver** - Samantha

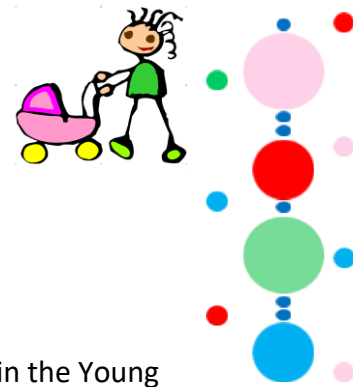
**Assistant Caregiver** – Anny

**Assistant Caregiver** – Annalise

**Assistant Caregiver**- Lucy

**Cook** – Jo

**Parent Support Worker** – Rheannan



## PARENT SUPPORT WORKERS

We have a Parent Support Worker at the Teen Family Centre who is engaged in the Young Parents Program.

The Young Parents Program is to:

- Provide individual support to Young Parents attending BSHS and surrounding Schools
- Coordinate Parenting Workshops
- Coordinate life skills workshops
- Promote Parent Child Bonding

As a parent you can contact the Parent Support Worker if:

- You are having personal or parenting difficulties
- You have practical difficulties such as with transport, money, housing or Centrelink.
- You need more information on an issue or concern
- Would like access or referrals to other services
- You need someone to talk to.

The Parent Support Worker's office is next to the childcare centre at the school or you can phone the office on

**9343 6038**

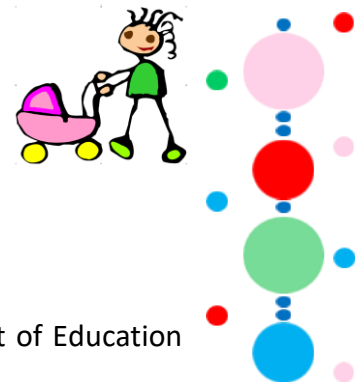


## EDUCATION SUPPORT TEACHER

The Education Support Teacher for the Young Parents Program attends Balga SHS every Thursday

Her role in the Young Parents Program is to:

- Assist parents with their schooling
- Liaise with teachers to help parents prioritise their subjects and assessments
- Coordinate directive study session on Thursdays



## DEPUTY PRINCIPAL

The Deputy Principal Hayley McGill is our Program Manager for Department of Education and oversees the operational of the Young Parents Program.

## PROGRAM

Parents attending the Young Parents Program at Balga SHS will attend school every day except Thursday. Each Thursday all the Young Parents at Balga SHS attend the Positive Parenting Program held at the Teen Family Centre. This is **compulsory** for parents to attend.

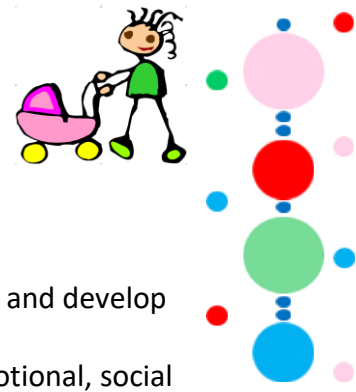


DATE	8.00-9am	9am -10.55am	11am-11.25m	11.30pm-1.25pm	1.25pm-1.54pm	2pm -3pm
<b>Thursday</b>	Feeding and nappy changing	Parent/Child Bonding Activities	Recess	Parenting/ life skills Workshops	YPP Lunch	Directive Study

This program is endorsed by the Curriculum Council and is based on the following framework.

### Learning outcomes:

1. Parents will establish and maintain a positive relationship with their child.
2. Parents will develop parenting skills and knowledge to promote the health and wellbeing of their child.
3. Parents will develop personal skills and knowledge to promote their own health and wellbeing.
4. Parents will explore and develop self-management, asset building skills and a positive self-image.



## Essential content:

1. Parents will have scheduled activities to play and bond with their child and develop secure attachment.
2. Parents will learn and develop parenting skills to include; Physical, emotional, social and cognitive child development. safety, nutrition, sleep, childhood illnesses,
3. Physical, emotional, social and cognitive health, sexual health, contraception, nutrition, sleep, drug use, substance abuse, drug and alcohol abuse, smoking
4. Relationship, self-esteem communication, assertiveness, mental health and wellbeing.

## ATTENDANCE

The Young Parents Program is to be treated like any other school subject. A grade will be given at the end of the year and is allocated on the basis of:

- Attendance
- Participation and engagement
- Respect
- Evaluations/ Feedback forms
- Uniform
- Punctuality
- Group work
- Behaviour

**School uniforms** are to be worn at all times, including excursions.

**Punctuality** is expected unless there is a legitimate reason; however, this must be communicated to your Parent Support Worker.

Many workshops will be delivered by visiting **facilitators** from a variety of community agencies, schools, government departments, etc. They have been carefully chosen by the Parent Support Worker and will keep all information given to them confidential. It is expected that respect will be shown at all times in their presence.

## CHILDCARE CENTRE

1. Once baby turns 8 weeks, and has had their 8 week immunisations they are able to be enrolled for childcare. This is also the time that the young parents are able to return to school. However, during the first 6 months of baby's life, the parents only need to attend school Monday – Thursday. Once baby is over 6 months of age, the parents will return to school full time.
2. Children under six months of age **must** be visited by parent(s) at recess and lunch each day. This is to promote parent and child bonding as well as ease any separation anxiety that parent and/or child may be feeling. In some cases, these visits may need to be extended but this can be negotiated with your Parent Support Worker.



3. You will be required to provide items for your child while at childcare. These items include nappies, formula (if bottle feeding) and clothes.
4. If your child is sick and cannot attend childcare, a doctor's certificate is needed to be obtained and given to staff the following day.
5. If you have any questions, problems or queries regarding childcare, you are more than welcome to speak to the staff there about it. If you do not feel comfortable about this process, your Parent Support Worker is more than happy to hear you out. Alternatively, the Director is also available.

## HOLIDAY PROGRAMS

Each holidays (**except December/January**) a holiday program is developed with various activities and excursions for young parents and their children to attend. Activities may be just for parents, for example going to the movies or activities with their children such as a trip to the Zoo. This Childcare Centre is also available for selected days so that the young parents can utilise Respite. This is coordinated by the Parent Support Worker and Childcare Director.

## CENTRELINK

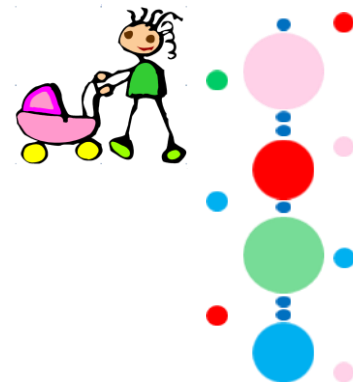
All parent can receive support from Centrelink. This include the Parent Payments (single or partnered), Family Tax Benefit payments and the Childcare Subsidy.

The Childcare Subsidy can cover up to 95% of childcare fees. Prior to accessing childcare, parents will need to set this up with Centrelink. It can take up to 6 weeks to process.

Sometimes Centrelink can be tricky to understand and it can be a little overwhelming when they send letters or make you wait for hours in their office. It is important that if receive a letter from Centrelink, **do not ignore it- you may end up with a debt!** If you don't understand it, bring it in to your Parent Support Worker and they will help you out.

Centrelink is now accessed through the My Gov App or website. Ensure you have the app downloaded on your phone, and Centrelink linked to your My Gov Account. My Gov can also be linked to other services such as Medicare and Child Support.





## STUDENT AGREEMENT

As an enrolled student in the Balga Senior High School Young Parents Program you will participate in the Positive Parenting Program. During your enrolment the Student Support Team will assist you in any way possible to complete your education and support you as a parent.

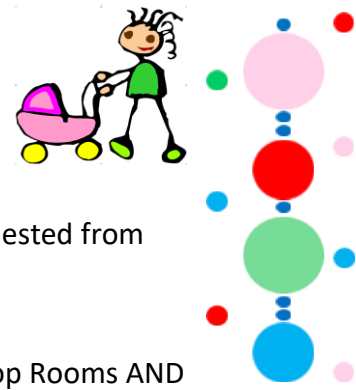
This is a student agreement, please read the conditions of enrolment as stated below and sign as acknowledgement that you have understood the itemised rules and are prepared to adhere to them.

***Students are expected to adhere to the Balga Senior High School Guidelines.***

***Students are expected to adhere to Child Care Centre Regulations and Policies.***

The BSHS guidelines and Child Care Regulations and Policies are available from the School and Child Care Centre. Of particular note are the following rules:

1. Students will attend school on all timetabled days. Non-attendance must be approved by the support team or verified by a doctor's certificate. Students are expected to inform a member of the support team if they will not be attending.
2. Participation in the Thursday Positive Parenting Program is compulsory as it is a timetabled school day. Students are expected to attend unless otherwise excused by the support team.
3. If pregnant, students require a doctor's certificate prior to commencing maternity leave, if applicable.
4. Students are not to swear at or abuse members of the Support Team or Child Care Centre staff. No swearing in general conversations.
5. Students are to hand over their mobile phones to Parent Support Workers upon arrival to the Young Parents Program on Thursdays. Mobiles will be returned after the Workshop.



6. **NO** mobile phones inside the Childcare Centre, unless permission requested from Parent Support Worker or Childcare Coordinator.
7. Shoes to remain on at all times in the Childcare Centre and in Workshop Rooms AND no lying on the couches.
8. Students to clean the Workshop Room before leaving at the end of the day.
9. Students to show respect to all people involved in the Teen Family Centre.
10. STUDENTS ARE TO BE RESPONSIBLE OF THEIR OWN CHILDREN.
11. No students to be in the Workshop Room without a Parent Support Worker.
12. Students are not to leave their children in the Workshop Room.
13. **NO** food from home, deli's, takeaway, shops are allowed in the Childcare Centre, only food supplied by Teen Family Centre are to be consumed in the Childcare Centre.
14. No food or drinks to be taken into the Workshop Room, only water.

Failure to adhere to the above mentioned conditions could ultimately result in the following

- Exclusion from privileges and activities.
- Warnings via the warning system.

**1st warning** – A verbal warning.

**2nd warning** – A written warning and parent review meeting with support team.

**3rd warning** – Discontinued enrolment in program.



## STUDENT AGREEMENT

I \_\_\_\_\_ have received a copy of the handbook and have read the above mentioned conditions of Enrolment and agree to abide by the terms as outlined.

I understand that Failure to adhere to the above mentioned conditions could ultimately result in being terminated from the Young Parents Program and Access to the Child Care Centre.

Parent Name:	
Signature:	
Date:	

Parent Support Worker	
Signature:	
Date:	