

## Family Participation Assessment Tool

**Directions:** As a team, review and rate the following items, then complete the reflection questions at the end of the survey to help you design a plan for improving and increasing the “family-participation” of your program.

**Check one box for each question**

Current State of Participation	Already doing well	Could do better	Needs more work	Not doing	NA
<i>Families feel welcome and visit the program and participate in most activities at least once a month.</i>					
<i>Families are active in participants’ lives and communicate with program monthly or more.</i>					
<i>All staff exhibits good two-way communication with families.</i>					
<i>Families provide feedback (twice a year at minimum) to what they like or would change about the program.</i>					
<i>Families are active on our boards or advisory teams.</i>					
<i>Families volunteer when needed.</i>					
<i>Families are actively involved in social networks e.g. local clubs</i>					
Emphasis on Building Strong Relationships	Already doing well	Could do better	Needs more work	Not doing	NA
<i>A start of the year “Open House” welcomes families to the program, introduces them to staff and other families. It offers an orientation to the program, bilingual speakers and food (transportation /child care available if needed).</i>					
<i>A staff directory and program handbook provides families with needed contact information and resources.</i>					
<i>The program shares information on the importance of Social Emotional Learning with families and helps them support social and emotional core competencies development in participants.</i>					
<i>Staff and families have natural opportunities to meet face-to-face, network and participate in shared experiences e.g. family fun nights.</i>					

<i>Program staff maintains contact logs re: personal contact with participants, key family members and circles of support.</i>					
<b>Variety of Opportunities for Participation</b>	<b>Already doing well</b>	<b>Could do better</b>	<b>Needs more work</b>	<b>Not doing</b>	<b>NA</b>
<i>Families are able to access needed services provided by program.</i>					
<i>Opportunities for ongoing skill development, education, and training in planning for positive outcomes for all participants.</i>					
<i>Program invites families to join key advisory or governance groups for involvement in planning and decision-making regarding program.</i>					
<i>Leadership or advocacy activities to promote policies that support programming and financial supports for services.</i>					
<i>Civic engagement or community service activities to impact on communities where participants reside.</i>					
<b>Involvement in Programs &amp; Activities</b>	<b>Already doing well</b>	<b>Could do better</b>	<b>Needs more work</b>	<b>Not doing</b>	<b>NA</b>
<i>Staff employs targeted enrollment strategies customized for the variety of population groups served.</i>					
<i>Program demonstrates culturally sensitive approaches to working with families of diverse cultural backgrounds.</i>					
<i>Families and staff have opportunities to learn together how to collaborate to improve achievement towards goals.</i>					
<i>Programs and activities for families focus on developmental stages of the individual e.g. mastery. It helps families see how learning supports the healthy development of the whole person.</i>					
<i>Workshops/activities promote knowledge development and skills between families and participants. It helps to foster their relationship and learn more about supporting each other.</i>					
<i>STEAM activities to foster greater awareness and interest in the fields of art, science and technology.</i>					
<i>Postsecondary and college related assistance and</i>					

<i>transition.</i>					
<i>Real world related (vocational, technical and entrepreneurial) opportunities that provide exposure to on-site workforce shadowing, mentoring, or internships.</i>					