

## Family Interaction Best Practices Checklist

Observe the direct care staff at your program and make note of how they interact with families. Complete this checklist by determining how often staff complete an action in the first column. Discuss the completed checklist with the program director and create a plan of action to address actions that need to be improved.

<b>Respects Families</b>	Always does this	Sometimes does this	Never does this	Notes
Greets families by name and/or title				
Talks positively about families				
Participates in community or cultural events with families				
Learns about families' ideas and preferences				
Listens to families' concerns				
Asks families about their child or youth				
Uses two-way communication with families				

<b>Honors Families</b>	Always does this	Sometimes does this	Never does this	Notes
Involves all the important people in a child's life (respectful of family make-up)				
Represents families in the classroom and in the program (photos, language, culture)				
Asks about families' culture				
Reflects on their own biases and takes steps to model inclusiveness				
Speaks up against hurtful, biased, or stereotypical talk or actions				
Asks families how they would like to be involved				

<b>Engages Families</b>	Always does this	Sometimes does this	Never does this	Notes
Shares accurate information with families				
Communicates effectively with families				
Provides families with opportunities to get involved in the program				
Supports family leadership				
Prepares for conferences or meetings				
Takes on the family's point of view				
Maintains family's privacy				

<b>Strengthens Families</b>	Always does this	Sometimes does this	Never does this	Notes
Provides opportunities for families to get to know one another				
Provides information about child development				
Discusses realistic expectations for children with families				
Promotes social and emotional development of children				
Talks to families about ways they can support their child's social and emotional development				
Provides information about community resources in a respectful way				

<b>Strengthens Military Families</b>	Always does this	Sometimes does this	Never does this	Notes
Identifies the unique stressors affecting military families				
Identifies the strengths of military families				
Becomes aware of individual stressors affecting the families served (PCSing, deployment, reentry, etc.)				
Supports families through the stages of deployment (if applicable)				
Looks for signs of stress in children and adults				
Helps children and families access installation resources				