**Rock-Walworth Comprehensive Family Services, Inc.**

 Head Start and Early Head Start

**1221 Henry Avenue, Beloit WI 53511**

 **phone: (608) 299-1500 • Fax: (608) 299-1629**

**ALTERED HOME VISIT LOCATION SERVICE PLAN**

Child’s Name: \_Regino Cervantes CC: \_WC4\_\_\_\_ **Review:** monthly

**Anticipated Length of Absence:**

**Starting**: October 27, , 20ll\_\_tobe reviewed monthly until l home location can be used again.

**Altered Location:** Whitewater Public Library

**Reason for altered location: Family is experiencing need to address issues on condition of home. Family Advocate will discuss these concerns with family at least monthly and determine with fgamily when visits will begin to be held in the home again.**

* **The Family Advocate will provide support to family to address home conditions as able and as family desires**
* **The Family Advocate will support the family in overcoming barriers that would affect family’s ability to meet at the alternate location weekly.**

**Head Start/Early Head Start Performance standards will not allow us to hold a spot with no attendance for more than 30 days. Because it takes some time to complete the enrollment process, ERSEA staff begins the process as soon as they know a child is absent four or more consecutive days. Therefore, it is very important for parents/guardians to follow through with this plan to ensure their enrollment slot is not given away.**

**All team members should sign. Signature implies understanding of and a commitment to carrying out this plan.**

**As a parent or guardian, I understand that failure to follow through on this plan could result in my child/ren having to leave the program and be placed back on a wait list.**

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| Parent/Guardian Signature Date |  | EHS Team Leader: Signature Date  |
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| Parent/Guardian Signature Date |  | Regional Site Team Leader Date |

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|  |  |  |
| Team Member Signature Date |  | Team Member Signature Date |
|  |  |  |
| Team Member Signature Date |  | Team Member Signature Date |

**CC: parent, teacher file and FRW/FA file**