

BC Early Years Centre Guide



Going Forward - 3 Year Strategic Plan

As the current 26 BC Early Years Centres continue to go forward, each of the sites will develop a 3 year strategic plan that builds on their current work. Using the Continuum of Service Integration and Key Service Features to assist in developing your plan, the Strategic Plan will outline key goals, strategies, indicators of success and partnerships of the BC Early Years Centres over the next three years.

The Strategic Work Plan should be completed with input by community partners actively involved in the BC Early Years Centre. The strategic plan should be reviewed annually to determine if the proposed strategies are being effectively implemented in order to achieve the intended goal. Recognizing the diversity of each centre, the work plan will articulate the over-arching goal within the identified key service feature.

To complete the template:

1. Check one Key Service Feature that best relates to what you are planning to do.
2. Next describe one overarching goal your proposed BC Early Years Centre will pursue related to the chosen key service feature.
3. Please complete the one template for each key service feature/goal you will pursue.
4. Complete the whole template and be as specific as possible. An example below provided.

KEY SERVICE FEATURE: Parenting support programs Access to early intervention Source of child care information
 Health promotion/prevention Kindergarten transition Other (Collaborative training; early intervention support)

GOAL: Improve the transition to Kindergarten for children and families by increasing the educational opportunities and collaboration between SD62 and Supported Child Development

Current Strategies	Proposed Strategies	Indicators of Success	Nature of Partnership
(What is currently being done to accomplish the goal?)	(What strategy is being proposed to meet the goal? Is it enhancing an existing strategy or trying something new?)	(What indicators will be used to evaluate short and long term success?)	(What are partners contributing to the strategies to achieve the goal?)
Supported Child Development (SCD) has been invited into SD62 to provide Positive Behavior Support (PBS) education to SD62 Strong Start staff	SD62 will support bringing SCD training to their staff SCD will provide continued PBS education to SD62 Strong Start staff	SD62 Strong Start staff will have continuing education and supportive connections with SCD team specific to on-going PBS training SD62 SS staff will utilize PBS in their practice	<ol style="list-style-type: none"> 1. SD62: Support staff to attend workshops for PBS training and support 2. SCD: Provide training

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KEY SERVICE FEATURE: Parenting support programs Access to early intervention Source of child care information
 Health promotion/prevention Kindergarten transition Other

GOAL: Improve the transition to Kindergarten for children and families by increasing connections and collaboration between EY community based services and SD62

Current Strategies	Proposed Strategies	Indicators of Success	Nature of Partnership
(What is currently being done to accomplish the goal?)	(What strategy is being proposed to meet the goal? Is it enhancing an existing strategy or trying something new?)	(What indicators will be used to evaluate short and long term success?)	(What are partners contributing to the strategies to achieve the goal?)
<p>Strong Start staff provides information to parents about kindergarten registration</p> <p>Ready Set Learn and Bedtime Shenanigan events held annually</p> <p>Kindergarten Orientation</p> <p>Early Years Inquiry - practitioners' workshops provided and plan to enhance over the next three years</p>	<p>EYC will help to facilitate collaborative discussions between SD62 and EY table participants to help “bridge the gap” for children, families, and EY practitioners.</p> <p>EYC will help to coordinate “supporting the transition to Kindergarten gatherings” attended by teachers, Strong Start staff, local child care and preschool practitioners, and EY community service providers.</p> <p>Early Years Inquiry - practitioners' workshops; SD62 plans to enhance over the next three years</p> <p>Gather input from parents regarding transition to Kindergarten information access and process</p>	<p>Kindergarten teachers report easier transition for children</p> <p>Parents report easier transition for children and themselves</p> <p>Teachers will have more connection with EY practitioners within the community</p>	<ol style="list-style-type: none"> 1. All EY Table participants 2. SD62: support for staff to attend meeting, workshops, and sessions with EY colleagues 3. SD62: Provide support and coordination for kindergarten teachers and Strong Start staff to provide information sessions for children and families 4. EY Coord/Nav: Help coordinate “supporting the transition to Kindergarten gathering” sessions

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KEY SERVICE FEATURE: Parenting support programs Access to early intervention Source of child care information
 Health promotion/prevention Kindergarten transition Other (enhanced EY practitioner connection in community)

GOAL: Improve networking and connection in the community amongst all Early Years providers through Early Years Table participation.

Current Strategies	Proposed Strategies	Indicators of Success	Nature of Partnership
(What is currently being done to accomplish the goal?)	(What strategy is being proposed to meet the goal? Is it enhancing an existing strategy or trying something new?)	(What indicators will be used to evaluate short and long term success?)	(What are partners contributing to the strategies to achieve the goal?)
The Early Years Table meets quarterly and is provided with weekly resource and networking update from the Table Coordinator.	Our EY Table identified that we have missing representation, specifically First Nation communities from within our region The EY Table will continue to identify the gaps in representation and continue to extend invitations and connection opportunities to those missing from the table	Our EY Table will have a more holistic membership.	1. Island Métis Family & Community Services Society has offered to extend invitation to all of the First Nation Communities in our region on behalf of the EY Table 2. Invitation will be extended to others not involved (i.e.: MCFD, ICA, Early Intervention, Municipalities, Chamber of Commerce(s)...)

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KEY SERVICE FEATURE: Parenting support programs Access to early intervention Source of child care information
 Health promotion/prevention Kindergarten transition Other

GOAL: Improve access to Early Years services for children and families.

Current Strategies	Proposed Strategies	Indicators of Success	Nature of Partnership
(What is currently being done to accomplish the goal?)	(What strategy is being proposed to meet the goal? Is it enhancing an existing strategy or trying something new?)	(What indicators will be used to evaluate short and long term success?)	(What are partners contributing to the strategies to achieve the goal?)
The EY Table functions as a networking table to share information about current services	<p>The EY Table will identify gaps in services within our community</p> <p>The EY Table will look for opportunities to improve services within our community</p> <p>The EY Table will identify where to direct concerns regarding gaps and advocate for change</p>	Access to Early Years services will improve for children and families.	1. EY Table participants will work together to more formally identify gaps and bring these gaps forward to relevant Ministries and the Office of the Early Years

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KEY SERVICE FEATURE: <input checked="" type="checkbox"/> Parenting support programs <input checked="" type="checkbox"/> Access to early intervention <input checked="" type="checkbox"/> Source of child care information <input checked="" type="checkbox"/> Health promotion/prevention <input checked="" type="checkbox"/> Kindergarten transition <input checked="" type="checkbox"/> Other (EY service knowledge amongst EY practitioners)
GOAL: Improve information sharing amongst EY service providers. Enhanced advice, assessment, and referrals for parents with children under 6.

Current Strategies	Proposed Strategies	Indicators of Success	Nature of Partnership
(What is currently being done to accomplish the goal?)	(What strategy is being proposed to meet the goal? Is it enhancing an existing strategy or trying something new?)	(What indicators will be used to evaluate short and long term success?)	(What are partners contributing to the strategies to achieve the goal?)
Many EY practitioners struggle to know where to refer families with needs outside of their own service area of focus.	<p>Information shared to/from the EY table will be shared forward with the EY teams that the table participant represents</p> <p>EY table participants will follow-up with their teams regarding information that they share forward from the EY table</p> <p>EY table participants will take on the role of building the connection for their teams regarding the concept and function of the EY table and EYC</p>	<p>EY practitioners will use the EYC Brochure as a resource in order to promote access to information for families</p> <p>EY practitioners in our communities will know the resources for families within the community/region</p> <p>Communication with families regarding EY services will be clear and correct</p>	<ol style="list-style-type: none"> All EY table members Managers, Supervisors and Coordinators help support their teams to improve referral knowledge and usage of the EYC Brochure

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KEY SERVICE FEATURE: Parenting support programs Access to early intervention Source of child care information
 Health promotion/prevention Kindergarten transition Other (common/shared Early Years language amongst practitioners)

GOAL: Improve common/shared Early Years language amongst practitioners with each other and when working with families

Current Strategies	Proposed Strategies	Indicators of Success	Nature of Partnership
(What is currently being done to accomplish the goal?)	(What strategy is being proposed to meet the goal? Is it enhancing an existing strategy or trying something new?)	(What indicators will be used to evaluate short and long term success?)	(What are partners contributing to the strategies to achieve the goal?)
Many EY practitioners struggle to know referral information to share with families using accessible and consistent language	EY table will give a focus to defining what is the most supportive EY terminology to use with families and to use when referring to each other's services EY practitioners will make a concerted effort to use accessible language (as opposed to professional jargon) when working with families EY practitioners will make a concerted effort to use the language of the service they are referring to or the true name of the program/service in order to best share information/services with families	Communication with families regarding EY services will be clear, consistent, and correct	1. All EY table participants. 2. Managers, Supervisors and Coordinators help support their teams to improve use of common/shared language

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KEY SERVICE FEATURE: Parenting support programs Access to early intervention Source of child care information
 Health promotion/prevention Kindergarten transition Other (shared training resources for EY practitioners)

GOAL: Share training resources amongst EY service providers.

Current Strategies	Proposed Strategies	Indicators of Success	Nature of Partnership
(What is currently being done to accomplish the goal?)	(What strategy is being proposed to meet the goal? Is it enhancing an existing strategy or trying something new?)	(What indicators will be used to evaluate short and long term success?)	(What are partners contributing to the strategies to achieve the goal?)
Occasionally EY services (Island Health, School District, community agencies) share training opportunities with others providing EY services. (i.e.: IH offers spaces at trainings to non-IH EY professionals)	<p>More frequent sharing of training opportunities with community EY partners</p> <p>Collaborative training opportunities can have networking/partnership building time included into time together</p> <p>EYC will coordinate/facilitate networking gatherings in both Sooke and the Westshore twice a year</p> <p>EYC can coordinate/facilitate collaborative training opportunities as ideas/requests come forward from the table</p>	<p>EY practitioners have more opportunity for collaborative training and opportunity for connecting as colleagues</p> <p>EY best practice education is gained; EY collaboration/integration is enhanced</p>	<ol style="list-style-type: none"> All EY table participants will bring forward training opportunities that can be shared EY table participants encourage and support their teams to participate in collaborative training and networking opportunities

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GOAL: Enhanced integration of Early Years Services; Enhanced advice, assessment, and referrals for parents with children under 6; linkage between Early Years Centre and local early years leadership and planning

Current Strategies	Proposed Strategies	Indicators of Success	Nature of Partnership
(What is currently being done to accomplish the goal?)	(What strategy is being proposed to meet the goal? Is it enhancing an existing strategy or trying something new?)	(What indicators will be used to evaluate short and long term success?)	(What are partners contributing to the strategies to achieve the goal?)
EYC began providing an EY Coordinator and Navigator with the inception of the EYC	<p>EYC will continue to provide an EY Coordinator and Navigator (EY Coord/Nav position is part time; the position is combined with the part time CRR Consultant position)</p> <p>EY Coord/Nav attends/supports community and services provider EY events</p> <p>EYC will provide a dedicated EYC phone line for families and professionals to access EY information, advice, and referral for assessment and services</p> <p>EYC will have a web page hosted on the Sooke Family Resource Society website and linked to other Early Years and community services sites</p>	<p>Families receive easy access to referrals and supportive advice regarding EY services within their community and region.</p> <p>Families have improved access to Early Years information at EY events and programs in the region</p>	<ol style="list-style-type: none"> The EY Coord/Nav maintains active knowledge of community resources EY Table participants regularly share EY service information, programming, and events with the EY Coord/Nav so that up-to-date resource information can be shared with families and colleagues

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GOAL: Enhanced integration of Early Years Services; Enhanced linkage between Early Years Centre and local early years leadership and planning

Current Strategies	Proposed Strategies	Indicators of Success	Nature of Partnership
(What is currently being done to accomplish the goal?)	(What strategy is being proposed to meet the goal? Is it enhancing an existing strategy or trying something new?)	(What indicators will be used to evaluate short and long term success?)	(What are partners contributing to the strategies to achieve the goal?)
EY Coordinator and Navigator has recently taken on the responsibility of EY Table Coordination; EYC host agency manager has recently taken on the responsibility of EY Table Chair	<p>EY Table Coordination and Chair provided by EY Coord/Nav and EYC host agency on-going, if desired by the EY Table</p> <p>EY Table Chair facilitates focused attention at the EY table to future planning of enhanced EY service integration and collaborative practices</p> <p>EY Table Coord maintains active working knowledge with community resources therefore enhancing the connection between EY services and the EYC</p> <p>EY Table Coord provides linkage and shared communication of EY services/activities within the community with EY practitioners</p> <p>EY Table will update Terms of Reference and compile an active members list that includes contact information and job title/responsibility areas</p>	EY Table will have consistency regarding coordination support and enhance the connection between the EYC and the EY table participants	1. EYC provides support to the EY Table

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Current Strategies	Proposed Strategies	Indicators of Success	Nature of Partnership
KEY SERVICE FEATURE: <input type="checkbox"/> Parenting support programs <input type="checkbox"/> Access to early intervention <input type="checkbox"/> Source of child care information <input type="checkbox"/> Health promotion/prevention <input type="checkbox"/> Kindergarten transition <input checked="" type="checkbox"/> Other (EY practitioner engagement in EYC Concept)			
GOAL: Enhance EY practitioner connection/engagement in Early Years Centre concept, planning, and function.			

Current Strategies	Proposed Strategies	Indicators of Success	Nature of Partnership
(What is currently being done to accomplish the goal?)	(What strategy is being proposed to meet the goal? Is it enhancing an existing strategy or trying something new?)	(What indicators will be used to evaluate short and long term success?)	(What are partners contributing to the strategies to achieve the goal?)
EY Table participants supported the initial EYC application and are encouraged to continue participation at the table and in the EYC concept EY Table participants are provided information from the EY Table Coordinator	EY Table participants will work through a process to clarify their relationship, role and partnership with the EYC EY Table participants will work through a process of identifying how their relationship, role, and partnership with the EY will benefit families in their community	EY Table participants will share EY Table information and be the linkage between the table and those they represent to enhance the connection for those that are not able to attend meetings.	1. All EY Table participants

This 3 year plan was created by our Sooke/Westshore EY table (Family Early Childhood Resource Network) through multiple meetings and emails reflecting input and agreement from those listed below:

Bobby Neal, Juan de Fuca Parks and Recreation; Catharine Berghuis, Island Health-Public Health; Darlene Manthorpe, Belmont Park Preschool Society; Denise Brown, 1000by5 Children’s Books Recycling Program; Diana Bosworth, Esquimalt Neighborhood House; Heidi van den Berg, Island Health – Supported Child Development; John Manthorpe, Island Metis Family and Community Services; Kirsten Andersen, Greater Victoria Public Library; Leah Pearse, Greater Victoria Public Library; Anne Hodge, Pacific Centre Family Services Association; Sandra Quesnelle, Pacific Centre Family Services Association; Sara Jolivet, SD62; Vivian Collyer, SD62; Scott Branch, Military Family Resource Centre; Sharon McIntosh, Sooke Family Resource Society; Daphne Raymond, Sooke Family Resource Society; and Nicky Login, Sooke Family Resource Society