



WHEN

This visit occurs shortly before the child leaves the program. In part day, this visit generally occurs in May. In full day and home based programs it can be any time of the year.

PURPOSE

This visit/conference is to summarize the child's growth and to talk about transition into the next program or setting.

WHAT

1. Share observations and assessment information: As in the earlier Assessment Visit/Conference, develop with the family a current picture of the child's abilities and interests.
 - Share the child's work samples with the family, which they may keep.
 - Also share with the family the summary of each developmental area including child's progress on goals.
2. On-going learning ideas: Talk with the family about ways to continue the child's learning and development. If appropriate, provide the family with a copy of the summer activity calendar.

FORMS AND DOCUMENTATION

Use the GOLD Development and Learning Report for this visit. Bring 2 copies of the form to leave with the family. The family keeps a copy for themselves and the copy for the next placement or program. The remaining copy goes in the family file.

For family childcare programs, a copy of the GOLD Development and Learning Report is sent to PSESD as documentation of contracted time.

Record on the Family Partnership Record the date of the visit and a brief notation such as "Conference completed. See GOLD Development and Learning Report." Use IO (Information Only) and any relevant numbers of specific goals/issues from the Family Partnership Summary.

Related Forms:

[Family Partnership Record](#)

[Family Partnership Summary](#)