

HOME INSTRUCTION for PARENTS of PRESCHOOL YOUNGSTERS
HIPPY

HOME VISITORS ORIENTATION TRAINING - XX, FL

*Hosted by (insert agency here) in collaboration with the
Florida HIPPY T&TA Center (University of South Florida)
with state funding support from the Office of Early Learning*

Place: (Insert place here)
(Insert address here)
Tel: (Insert tel. number of contact person at agency)
Dates: Month XX-XX, 200X

Presenters/Coordinators/Home Visitors:

Mary Lindsey, State HIPPY Director
Dabaram Rampersad, Assistant State HIPPY Director
Town 1 (County A) - Coordinator's Name 1
Town 2 (County B) - Coordinator's Name 2
Town 3 (County C) - Coordinator's Name 3
Town 4 (County D)- Coordinator's Name 4

GENERIC DRAFT AGENDA

Day 1 (Insert date here)

8:30 - 9:00 . Registration
9:00 - 11:30 . Welcome - Mary Lindsey
. Agenda Overview & Group Norms - Dabaram Rampersad
. Warm-up Activity – Town 1 HIPPY Staff
. **Brief History (Story)** of HIPPY – Dabaram Rampersad
. **Essential features** of the HIPPY Model (Overview) - Mary Lindsey
. BREAK
. **Documentation - Recruitment** Demonstration: **Intake, Application** and
MIS Forms - Town 1 HIPPY Staff [*Coordinator prepares handouts of
HIPPY Application Forms (MIS) and other agency documentation such as
flyers, brochures, etc., used by agency in recruiting and documenting
families*]
11:30 - 12:30 . Lunch (on your own)

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HOME VISITORS ORIENTATION TRAINING - North FL

AGENDA cont'd

Day 1 (Insert date here) cont'd.

- 12:30 - 3:00 . Warm-up Activity - Town 2 HIPPY Staff
 . Overview of Staff Meeting/In-service Training – Dabaram Rampersad
 . Demonstration - **Staff Meeting/In-service Training with Role Play [Age 4, Week 1 and Age 5 “Let’s Read, Talk and Play”]** - Town 2 HIPPY Staff [*Coordinator arranges for sufficient activity packets, books, etc., as needed for participants to follow and prepares handouts of their agency’s agenda, signature sheets, and any other home visitors reporting forms such as mileage sheets, time sheets, etc.*]

Day 2 (Insert date here)

- 8:30 - 9:00 . Registration
- 9:00 - 11:30 . Warm-up Activity - Town 3 HIPPY Staff
 . Review of **HIPPY Curriculum** - Mary Lindsey
 . Overview of Home Visit – Town 3 HIPPY Coordinator
 . **Home Visit [Age 3, Week 2]** Demonstration - Town 3 HIPPY Staff [*Coordinator arranges for sufficient activity packets, books, etc., as needed for participants to follow and prepares handouts of home visit scheduling form, home visit progress form and other home visit reporting forms used by their agency*]
- 11:30 - 12:30 . Lunch (on your own)
- 12:30 - 3:00 . Warm-up Activity - Town 4 HIPPY Staff
 . Demonstration of a **HIPPY Group Meeting** - Town 4 HIPPY Staff [*Coordinator prepares sample handouts of group meeting flyer, agenda, signature sheet, and any other forms used by agency*]
 . Adaptations to HIPPY Model – Dabaram Rampersad
 . Review & Questions - Mary Lindsey
 . Evaluations – Dabaram Rampersad