WESTCOP
WESTCHESTER COMMUNITY OPPORTUNITY PROGRAM, INC.
EARLY CHILDHOOD PROGRAM
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MEMORANDUM:

To: **All WestCOP Early Childhood Staff**

From: **Director, Early Childhood Education Program**

Date: **November 1, 2019**

Re: **Launch of Pyramid Expectations Campaign**

As part of WestCOP's Culture of Safety, we have been part of a program-wide implementation of the Pyramid Model. The Pyramid Model is a framework for promoting young children's social and emotional competence. Thus far, we have pursued this through:

- Ensuring all staff are trained in either the Preschool or Infant-Toddler Modules;
- Piloting TPOT and TPITOS tools;
- Providing Pyramid-Based parenting classes (Positive Solutions for Families);
- Piloting of the Behavior Incident Report (B.I.R.) forms;
- Voting on Widely held Expectations.

Now we are excited to launch our program-wide "Expectations"

Be Caring
Be Safe
Be Kind

The above program-wide expectations are for all of us to follow.

- Children are encouraged to behave positively toward their peers.
- Staff are required to ensure the safety of children in our care.
- Families will be given encouragement to practice these ideas at home and on the way to program.

In order to build the culture of Health & Safety we are requiring that a bulletin board be designated/ posted in every center as part of this campaign, which will highlight the above expectations. The goal is to make them easily accessible and understandable for all our families, children and staff.

We have provided a letter for all staff and families, in English and Spanish, for you to share with your families and staff to promote WestCOP Early Childhood Education program-wide expectations campaign.

Thank you in advance, for ensuring that we carry out the ideals of these expectations in the work that we do with our staff, families and children we care for daily.