FINDING THE KEYS TO ERSEA: Eligibility, Recruitment, Selection, Enrollment and Attendance

Finding the Keys to ERSEA is designed to unlock the mysteries of Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA), and to open new doors for Head Start and Early Head Start managers, coordinators, Directors, and especially Family Service area staff. This training supports effective programming that is grounded in specific regulations and best practices for both Head Start and Early Head Start programs. The training will explore how selection criteria and recruitment practices impact enrollment, special emphasis will be given to approaching recruitment from a public relations perspective. It is essential that staff have access to accurate and easily readable information in order to successfully and effectively serve the neediest children. Finding the Keys to ERSEA is designed to help staff learn which key rule, regulation, directive or practice is applicable. This training will also help staff as they consider practices that are consistent with the Improving Head Start for School Readiness Act of 2007.

Learning Outcomes

- Participants will increase their knowledge of applicable regulations and their adherence to the Head Start Act as well as proposed rules, etc.
- Participants will expand their understanding of the practical application of ERSEA.
- Participants will develop an understanding of the relationship of the Communitywide Strategic Planning and Needs Assessment and ERSEA.
- Participants will enhance their understanding of how ERSEA impacts all services.

SAMPLE AGENDA

Day One (6 hrs)

Looking at Management Systems
Communitywide Strategic Planning and Needs Assessment
Exploring the Keys to Eligibility
Exploring the Keys to Recruitment

Day Two (5 hrs)

Exploring the Keys to Selection
Exploring the Keys to Enrollment
Exploring the Keys to Attendance