



## BabyRead Readers Abbreviated Guidelines

This is a “cheat sheet” for quick reference only! Please read and refer to the more complete, detailed Readers Guidelines for specifics. They have invaluable information.

Before your reading session:

- Call your book distribution contact at least 1 week before, to prepare your books, etc. – either Sr Joan or Anne Fogel.
- Contact family and set up session with the family-when and where. Should be a public place; no in-home reading.
- If you want a “private” space at the library, which is the conference room, call them to set up.
- Pick up books and other materials from your assigned contact. Sr Joan’s pickup location is the BabyRead Book Annex at 1448 Blue Ridge Blvd, Seneca, SC. Anne’s location is her home at 112 Maplewood Ct., Seneca (Waterside Crossing subdivision). You will get 5 books the first time you pick up and 2 every month following. This should provide enough books to give 2 per month to the family and leave you some extra to choose from.
- Confirm reading session with family 1 or 2 days prior. Thereafter, text the day before, or however you and mom/caregiver have agreed upon.
- Take books, snack, name tag, calendars with you.
- 1<sup>st</sup> time: take a photo permission form to get signed and send to Carol Engle, 211 Windy Meadows Lane, West Union, SC 29696. Remind them of our incentive programs and discuss the Dolly Parton Imagination Library ([www.imaginationlibrary.com](http://www.imaginationlibrary.com)).
- 1X/month give them calendar magnet and SC Activity Calendar Page
- 3<sup>rd</sup> visit leave plastic tote box with them.
- 6<sup>th</sup> visit: leave them a CD player and CDs (if the family doesn’t have one at home or in their car) which you get from Sr. Joan or Anne.

Reading session:

- Arrive in time to check out your reading space.
- Discuss goals for sessions with mom/caregiver.
- Give mom/caregiver the snack; let her decide when baby gets it, or they can take it home. Do reading, including songs, finger plays, rhyming, movement. Include the parent, taking turns, if possible. It should be FUN for all involved, including YOU!
- Request that session be 30-60 minutes; actual time will depend on the child’s attention span.
- Discuss good reading habits with the mom/caregiver. Recommend establishing a bedtime reading routine that doesn’t involve electronics.
- Child gets a total of 2 books to keep per month, typically one per reading session.
- Set up next session.

After the session:

- Let Carol Engle know about completion of 1<sup>st</sup> session
- Visit GoogleDrive workspace after every visit to make a short report. Include book titles read, book(s) given to child, etc. Contact Rose Lowe if you have problems with reporting.
- Send picture of completed monthly magnet, and/or completion of new family’s 3 in-person visits in 2 months to Marriann Cole. She will mail incentive gift cards.

Resources:

- BabyRead Website, [www.babyread.org](http://www.babyread.org)
- Questions, problems, need additional suggestions: Carol Engle, 912-577-0222, [cengle640@gmail.com](mailto:cengle640@gmail.com), 211 Windy Meadows Lane,
- Questions on books, book pickups etc: Sr. Joan Kobe, 864-718-7749, [jkwis208@yahoo.com](mailto:jkwis208@yahoo.com) or Anne Fogel, 240-577-8128, [sarafina2@att.net](mailto:sarafina2@att.net).
- BabyRead GoogleDrive workspace questions: Rose Lowe, 864-710-7358, [lowe.rose@gmail.com](mailto:lowe.rose@gmail.com)
- Questions or reporting on Incentive Programs: Marriann Cole, 630-564-5573, [marrianncole@gmail.com](mailto:marrianncole@gmail.com)

Refer to the Readers guidelines for more detail and specific instructions.