





FAMILY TIP FLYER

Using Learning Genie to Submit Home Connection Assignments & In-Kind Hours
<https://4cflorida.org/families/early-head-start-and-head-start-ehs-hs/head-start-parent-provider-training/>



STEP-BY-STEP: How to Submit In-Kind Home Learning Time

Open the Learning Genie Parent App;

1. For step-by-step illustrated instructions, [How to use the Learning Genie Parent App](#)
2. Log in and check for assignments from your child's teacher;
3. Tap on the  plus sign, then "in-kind", see activities assigned at the top; Activities may include reading, art, nature walks, singing, counting, and more!
4. Do the Activity Together;
Enjoy quality learning time with your child—no materials? No problem! Use what you have at home.
5. Record the time spent on your activity
 - Tap  "Add" select the activity, add the date completed and how much time was spent, add any notes needed, sign, and submit. You are done!
 - You can enter additional home activities or volunteer assignments, just be sure the date used is the date the activity was completed.
 - Not sure if you've submitted an activity? View submission history to check.

Spending More Than 30 Minutes? Add a Note!

If an activity takes more than 30 minutes per day or you do more than one per day, add a quick explanation in the notes. For example:

- "We repeated the activity—my child really enjoyed it!"
- "We extended the book activity with drawing and discussion."
- "We practiced the skill several times throughout the day."

This helps teachers understand your child's engagement and ensures your time is counted correctly.

WHY IT MATTERS

- Your time = In-Kind hours, which support program funding and family involvement
- Consistent submissions show your child's learning progress
- Helps teachers plan future activities tailored to your child

TIPS FOR SUCCESS

- Submit 1–2 times per week or as often as assigned. Use the date completed as the submission date.
- Don't worry about being perfect—just participate!
- Set a reminder, so you don't forget

Need Help?

Your teacher or family advocate is here for you! Reach out if:

- You're unsure how to use the app
- You need support finding time or materials
- Need more information:

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THANK YOU FOR BEING A PARTNER IN YOUR CHILD'S LEARNING!
Together, We Grow Strong Learners!