

# Raising Readers

## CONTACTS

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## Important Things to Remember

1. Books are given only at these **regularly scheduled** well child visits:

- 2 months    ■ 12 months    ■ 2 years
- 4 months    ■ 15 months    ■ 3 years
- 6 months    ■ 18 months    ■ 4 years
- 9 months                            ■ 5 years

2. Books should be given **before or, during**, the well child visit to have the most impact.

3. Reinforce three **key messages** with parents.

- Reading aloud to your child every day is important.
- Reading with young children provides the words, sounds and pictures that help the brain grow.
- Parents can help their child be ready to learn to read by sharing books with them. Early experiences with books and reading aloud help prepare kids to start school.

## Working Books into Well Child Visits



1. Give the book to the child early in the visit.

2. Use the book as part of developmental assessment. Observe how the child handles the book, uses language, and interacts with the parent.

3. Emphasize the importance of regular story time.

4. Compliment parents on their child's interest and ability to physically handle books. Help them see that these are related to brain growth and language – and to their child's future success as a reader.

5. Suggest bedtime stories to deal with sleep issues.

## INFORMATION FOR PARENTS

Book related activities, read aloud tips and other parent handouts are available at [www.raisingreaders.org](http://www.raisingreaders.org).

# Reporting & Ordering

## Tracking Books Given – the Book List & Log



The form is titled "Monthly Book List & Log - May 2007" with the Raising Readers logo and contact information. It features a table with columns for "Books Given", "Age", and "Title". The "Books Given" column has a header "Number of Books Given" and a sub-header "Number of Books Given". The "Age" column has a header "Age" and a sub-header "Age". The "Title" column has a header "Title" and a sub-header "Title". The table contains 10 rows of book titles and ages, with a hash mark in the "Books Given" column for each row.

Books Given	Age	Title
2 years	2 years	Golden Eggs: Happy Celebrate!
3 years	3 years	Dear and I: Hello There
4 years	4 years	Book a Month: Making Plans
5 years	5 years	What Book? I Love You, You Love Me
6 years	6 years	What's My World
7 years	7 years	Good Day Post
8 years	8 years	Five Star Night: A Story
9 years	9 years	Dear Dad: I Love You, You Love Me
10 years	10 years	And There We Are!
11 years	11 years	Gracie's Adventures: A Big Day
12 years	12 years	Raising Readers Collection: 12 Months from Birth

Use the **Book List & Log** to keep track of the books given out in each age group. It contains a list of book titles and the ages at which each title is to be given. Simply make a hash mark next to the appropriate age for each book given.

An updated book list will be mailed to you each month along with the site newsletter.

## Reporting Books Given and Ordering Books

**Important:** You must send regular (monthly or quarterly) reports of books given even if you do not need to order books. You may report and order online or via fax.

## Fax

1. Transfer the totals from the **Book List & Log** to the **Number of Books Given** column on the **Report & Order** form.

a. Call 800-397-3263 if you need forms.

2. Order books by completing the **Number of Books Needed** column.

3. **Supplies** can be ordered on this same form.

4. **Fax** completed form to the number at the bottom of the form.



The form is titled "Monthly Report and Book Order" with the Raising Readers logo and contact information. It features a table with columns for "Age", "Books Given", and "Books Needed". The "Age" column has a header "Age" and a sub-header "Age". The "Books Given" column has a header "Number of Books Given" and a sub-header "Number of Books Given". The "Books Needed" column has a header "Number of Books Needed" and a sub-header "Number of Books Needed". The table contains 10 rows of book titles and ages, with a hash mark in the "Books Given" column for each row. There is also a section for "Supplies" and a "Fax" section at the bottom.

Age	Books Given	Books Needed
2 years	2 years	2 years
3 years	3 years	3 years
4 years	4 years	4 years
5 years	5 years	5 years
6 years	6 years	6 years
7 years	7 years	7 years
8 years	8 years	8 years
9 years	9 years	9 years
10 years	10 years	10 years
11 years	11 years	11 years
12 years	12 years	12 years

## Online

1. Get started by calling us at **800-397-3263** to get a user name and password.

2. Go to: **www.raisingreaders.org**.

a. Click on **Site Coordinator Log-In** in the upper right hand corner.

b. Enter user name and password.

3. Select **Submit Orders & Reports**.

a. Transfer the totals from the **Book List & Log** to the **Number of Books Given** column.

b. Order books by using the **Number of Books Needed** column.

c. **Supplies** can be ordered using this same form.

4. Click on **Submit Order & Report**.

