

**Reading And Parents Program (RAPP) Preparation**

1. Each pack should contain:
  - 1 **book**
  - 1 Reading and Language Hints “**Handout**”
  - 1 **RAPP Report** sheet
  
2. Check each family’s information sheet in binder for:
  - Number of “**Younger**” activity sheets
  - Number of “**Older**” activity sheets
  - Number of “**Crafts**”

**Example of Information sheet:**

Name: <b>Family 1</b>					
Handout <b>1</b>	Younger <b>2</b>	Older	Craft <b>2</b>	Young Reader	Baby
Date				Taken	Returned
25 October 06	Goodnight Baby Bear (2)				

3. Put correct number of activity sheets and crafts into pack with book, Handout and RAPP report.
4. Close pack.
5. Each book is numbered on the label.  
Write on the information sheet the name and number of book that goes in each pack.
6. Place packs and binder in tote box when complete.