

Date: _____



Dear Parent,

We are so excited to share this important information with you.

That's because we believe in providing the best possible care for your child.

This includes everyday care, as well as challenging them and encouraging them to learn new skills with new materials in an interactive learning environment!

_____ has shown excellent progress in the class and we are so proud to say we feel he/she is ready to move up.

Ms. _____ is so happy to welcome him/her into her class.

We hope to see you on _____ for "moving up" day where you will be able to see your child's new classroom, talk with his/her new teacher and ask any questions you may have. We will also be having a special "moving up" lunch and hope you will be able to attend with your child.

Thank you so much for your support and for sharing your child with us every day!

Sincerely,

Date:_____

Dear Parent,

We are pleased to share with you that it is time for _____ to transition to the next classroom. The current rate of tuition in this room is _____. Because we know you may have questions about the new room, we are offering you the opportunity to schedule a conference with your child's new teacher. Please call us and arrange a time that you could meet. Please bring any questions you may have.

It is extremely important that your child has ample time to adjust to this new room, as well as his/her new classmates and teachers. Therefore, we have arranged for your child to visit his/her new classroom periodically throughout the next few weeks, beginning on _____.

Your child will visit on: **M** **T** **W** **T** **F** during these times:

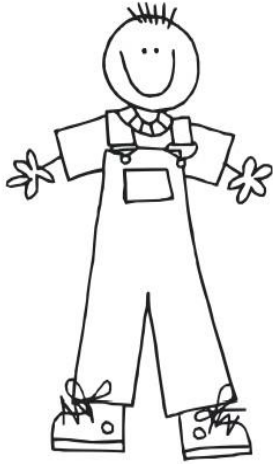
_____.

Your child will permanently join the room on: _____.

Please keep in mind that this is a tentative schedule and may include more or less time depending on how your child is coping with the transition.

Your signature below indicates that you grant us permission to allow your child to participate in our transitioning process. We appreciate your cooperation, and look forward to your child's new beginning.

Sincerely,



Dear Parents,

We are so happy to have this opportunity to spend a small amount of time with next year's kindergarten students. We hope they will have a great time, and that this experience will alleviate a little anxiety they might have about beginning school in the fall.

We are attaching a calendar of fun activities for you and your child to do together this summer. Also, we are attaching a list of readiness skills that are important for a successful transition to Kindergarten. We hope you have a wonderful summer and look forward to meeting you in the fall!

What else can I do?

Talk often with your child to build listening and talking skills

1. Talk with your child often ... as you eat together, shop for groceries, walk to school, wait for a bus. As she gets ready for school, ask about the stories and poems she is reading and what projects she has in science or art time. Ask about friends and classmates (encourage her to use their names) and to describe the games they like to play together. Ask questions that will encourage her to talk, and not just give "yes" or "no" answers.
2. Have your child use his imagination to make up and tell you stories. Ask questions that will encourage him to expand the stories.

PARENT TALK

"Why didn't the dog just run away?"

"Where did the boy live?"

"What kind of eyes did the monster have?"

3. Have a conversation about recent family photographs. Ask your child to describe each picture: who is in it, what's happening, and where the picture was taken.
4. Listen to your child's questions patiently and answer them just as patiently. If you don't know the answer to a question; work together to find one (look things up in a book or on the computer, for example.)
5. Talk about books that you've read together. Ask your child about favorite parts and characters and answer his questions about events or characters.



Transition Prekindergarten to Kindergarten Suggestions for Transition Plan Sample

Pre-Kindergarten Teacher_____ School_____

Kindergarten Teacher_____ School_____

Teachers may discuss options for the transition plan and choose ideas from this list or others to include in their plan.

August-October

- Ask parents at registration to identify the school they think their child will attend for kindergarten.
- Send letters to kindergarten teachers inviting them to be involved in the plan for transition from prekindergarten to kindergarten.
- Discuss possible activities for kindergarten and prekindergarten classrooms to share.
- Plan weekly activities for prekindergarten and kindergarten children to spend time together getting to know each other as well as getting to know the teachers
- Plan family nights together with prekindergarten and kindergarten families. (Fall party, holiday meeting, etc.)
- Invite kindergarten teachers to spend one day each month in prekindergarten and the prekindergarten teacher may visit kindergarten on that day.

November -January

- Prekindergarten teachers and kindergarten teacher meet to discuss expectations for children going into kindergarten.
 - What do kindergarten teachers expect
 - What do prekindergarten teachers think the child needs to know?

- Compare expectations and create an appropriate list of expectations agreeable to both teachers and aligned with the Illinois Early Learning Standards and the Illinois Early Learning Standards Kindergarten.
- Prekindergarten teachers and kindergarten teachers discuss philosophies for teaching and learning in early childhood.
- Prekindergarten teachers may invite kindergarten teachers to join them for professional development opportunities appropriate for early childhood teachers.

February-April

- Begin preparing a small portfolio for each child to send to the kindergarten teacher.
(You would not need to send the child's entire portfolio.)
- Ask kindergarten teachers to talk to parents about Kindergarten screening.
- Share information with parents on Kindergarten screening dates and locations.
- Play school in a center in the prekindergarten classroom.
- Pretend the classroom is a kindergarten. Let the children act out what they think kindergarten will be like.

May

- Ask parents to clarify where their child will be going to kindergarten in case this has changed.
- Be sure that each parent has all pertinent information for registering their child at their school of choice

First Day of Preschool: An Open Letter

Welcome to the _____Preschool! The first day of school is an exciting milestone in your child's life. Your child is embarking on a journey that will lead them on many roads of discovery and learning. As wonderful as this new experience may be, it can also be quite stressful for the young child. New situations and change can, at times, be unsettling for all of us. For many children this may be their first experience of separation from parents or care givers at home. It is common for even the most outgoing child to be anxious the first day of school.

We have provided a few suggestions for assisting your child during this time. Remember the preschool staff will be available to provide support and assistance; making your child's first school days happy days.

- Prepare you child for the new school experience by explaining what to expect. Answer all questions directly and honestly.
- Convey a positive attitude. Young children are aware of your feelings. Your enthusiasm will assure the child that school can be a fun and exciting place.
- Establish a routine involving both the night before a school day as well as morning preparation. Rituals and routines will add predictability and are comforting in unfamiliar situations.
- Bring something from home. This is acceptable and often reassuring in helping the child with the initial adjustment to school. This item may be a treasured blankie or even a photo from home.
- Clearly state to your child where you will be and when you will return. It may also be helpful to discuss what will happen when you are reunited.

Maintain a clear good-bye routine. This may include warning the child you are leaving in 3 minutes, a kiss and hug, or a wave from the window. Once you tell your child you are leaving, it is important to follow through. Extending the good-bye with, "Ok just one more kiss, and then I really have to go" tends to heighten anxiety rather than relieve it. Avoid sneaking out, as this seems to encourage children to become less trusting and makes the second day of school even harder.

Again, please know we are here to help make the first day of school a happy transition and we look forward to an exciting and fun year. Welcome!

Sincerely,

Monday January 4, 2018

Dear Parent,

We are so excited to share this important event with you! Here at _____ we believe in providing the best possible care for your child. This includes their everyday care as well as challenging them and encouraging them to learn new skills with new materials in an interactive learning environment!

(CHILD'S NAME) has shown excellent progress in the (CLASS) and we are proud to say that we feel he/she is ready to move up to the _____ (CLASS). (TEACHER'S NAME) is so happy to welcome him/her into her class!

{Here we entered a description of the class that the child would be moving into.} The pre-school classroom adheres to an appropriate schedule and routine, including daily phonics and math lessons, art and music, free-play, snack and lunch times, center time, etc. They also had weekly learning themes and fun special days to celebrate! We are so excited to see how well _____ is able to thrive in his/her new environment.

We hope to see you on _____ (date) at _____ (time) for "moving up" day where you will be able to see your child's new classroom, talk with their new teacher and ask any questions you may have! We will be having a special "moving up" lunch as a school and hope that you might be able to attend with your child!

Thank you so much for your support ant for sharing your child with us each day!

Sincerely,
Ms. Davis