July 18, 2020

Dear Parents/Guardians,

Welcome to the Sanford School Department Pre-K Program. The 2020/2021 school year for Pre-K students will start on **Tuesday, September 8th, 2020** and run Monday through Friday in accordance with the Sanford School Department calendar.

The Sanford School Department is in the process of planning for the start of the 2020-2021 school year in light of Covid-19. Our task is to develop a safe return to school and the highest quality-learning environment for our students whether that is a traditional in-classroom model, a virtual model, or a hybrid model that allows both face-to-face instruction and remote learning. A decision about which model school will reopen with will be announced early in August following CDC and Maine Department of Education guidelines. While we are uncertain what the future will look like, we wanted to provide you with general information about our program in the event we begin school in a traditional in-classroom model.

Your child is scheduled to attend Pre-K’s **first session** that will begin at 8:00 AM and end at 10:30 AM. The program will take place at the Sanford High School/Sanford Regional Technical Center. Please note that Pre-K has its own entrance and parking for drop-off and pick-up located near the public entrance of the Sanford Performing Arts Center. Parents are expected to sign their child in when they arrive in the morning and out at dismissal.

The day begins by signing in and answering the question of the day or reading the morning message. After sign in and greeting the teachers, children will have the opportunity to choose an activity. Children will be learning every minute of every day. Research shows that children learn best while they are actively engaged in activities. For this reason, our environment is carefully organized for learning. Our curriculum goals, daily schedule, and activity centers are designed to offer children an active learning environment.

Each day will typically follow this schedule:
- 8:00 Arrival Greeting/Free choice
- 8:15 Morning Meeting
- 8:30 Center Time
- 9:30 Story
- 9:45 Outside Time
- 10:15 Debrief Group followed by dismissal at 10:30 AM.
Breakfast will not be served but we will have a fresh fruit and vegetable snack time provided by the school. You are welcome to provide a healthy drink, but please pack an ice pack if it needs to be kept cold. It would be very helpful to have your child bring a backpack each day with a full change of clothes labeled with your child’s name in case we have a spill or get messy with paint. Please also provide a three-ring binder with a package of sheet protectors for your child’s portfolio during our first week. We have our own toys here at school so please be sure to leave your child’s toys and other special things at home. It’s hard to share items from home and we don’t want any special things to get broken or lost.

There will be an exciting collaboration with the Sanford Regional Technical Center Early Childhood Education (ECE) Program for your child as he/she attends the 8:00 AM session. High school students will work with the Pre-K students, applying theory learned in their ECE classroom. They are expected to interact appropriately with children, staff, and families as they assist Pre-K staff members in immersing the children in a developmentally appropriate curriculum focusing on early literacy and math skills and the development of social skills and Kindergarten readiness skills.

We will be holding student screenings on Tuesday, September 1st and Wednesday, September 2nd in our classroom. I will be in touch to schedule a screening time in early August. If you have any questions, please feel free to contact me by e-mail at ddow@sanford.org or by phone at 206-1832. I look forward to beginning this wonderful new school experience with your child and getting to know your family.

Sincerely,

Ms. Dale Dow
Sanford Pre-K Teacher