

July, 2011

Dear Family of _____,

We welcome you and your child to our school community. We know that your time with us will not only be dynamic, it will also be filled with lots of progress as our youngsters learn and grow together. We are a community of learners who believe that all children can learn and reach their full potential when provided with varied opportunities. We encourage parental involvement and provide support for home/school connections.

We have outlined your child's orientation to the New York City Pre-kindergarten Program. We hope that both this outline and our First Day Orientation provide you and your child with a smooth and comfortable transition into our school family. Please note the following:

Your child's teachers will be Ms. _____, and Ms. _____, in room _____.

Your child's first day of school will be Thursday, September 8th. Pre-K students will attend from 8:20 am to 10:30 am on Thursday, September 8, Friday, September 9th, and Monday, September 12th.

Commencing Tuesday, September 13th, there will be a full day of school for your child. He or she will attend school from **8:20 a.m. to 2:40 p.m.**

Please review the following information pertaining to **arrival** and **dismissal** for the school year **2011-2012**. Our school day will begin at **8:20 am**, and will end at **2:40 pm** (Monday thru Friday). **Arrival & Dismissal:** Due to the playground construction, students and parents are encouraged to utilize the pathway leading from the stairs on the St. Marks Ave entrance to enter all Pre-kindergarten classrooms. All Pre-kindergarten students must be dropped off and picked up in their classrooms daily. We strongly encourage you to pick your children up on time daily.

Your child's teacher will have his/her name listed on the attendance list for a smooth transition upon arrival. Parents are invited to stay with their child's class for one hour and 10 minutes (8:20 am to 9:30 am). During that time, your child's teacher will provide you with schedules, supply lists and other pertinent details regarding your child's year in Pre-kindergarten. At 9:30 am, parents will join the administrative team in the school's auditorium for a brief orientation (see enclosed flyer). All Pre-Kindergarten students will be dismissed at 10:30 am on this day. Remember, your child is expected to attend school from 8:20am to 10:30am on Friday, September 9th, and Monday, September 12th.

Afterschool Enrichment Academy

This year our Afterschool programs will begin as early as 2:40pm to accommodate our Pre-kindergarten dismissal. Applications for our PTO and Kids Orbit programs will be available during the first day of school. We are requesting that you make arrangements for your children to be picked up promptly until you have selected your Afterschool Program. Please note that due to budget cuts, there will be no staff available to monitor students who are left after 2:40pm. All Pre-kindergarten teachers will have coverage in our Extended/Enrichment Day Program for students in grades 1-5, and can not stay with late students. All pre-kindergarten assist teachers will be responsible for dismissal; however their day ends promptly after your child's dismissal.

We look forward to working collaboratively with you. Please do not hesitate to contact us regarding any of the enclosed information. You may call our parent coordinator, Ms. Charmaine Derrell-Jacob beginning August 30th, @ 347 563-5324 or 718 638-3260 Ext 1121.

Your Partner In Education,

Sandra D'Avilar
Principal