



**Georgia Dept  
of Early Care  
and Learning**  
BRIGHT FROM THE START

## **Georgia's Pre-K Summer Transition Program Suggested Topics to Discuss at Parent Orientation**

An orientation for all parents should be provided prior to the start of the Summer Transition Program. Listed below are suggested topics for the parent orientation; however, the list is not inclusive and other relevant topics may be added. Remember to keep documentation (agenda, sign-in sheets) of the orientation in your on-site program files. An informal session should be provided to all parents who do not attend the orientation or who enroll their children after the start of the program. Documentation of initial and follow-up orientation sessions should be kept on site for consultant review.

- ❑ Required documentation: Eligibility Information form, income eligibility for the family (as needed), proof of citizenship for the child, proof of age, proof of residency, student registration form, roster information form, copy of the child's social security card or social security waiver form, Immunization – 3231, and DPH 3300-Revised 2013
- ❑ 6.5 hour instructional day (specific beginning and end times for your program)
- ❑ Absenteeism or tardiness (Bright from the Start policy)
- ❑ Before/After care and fees (site's written fee structure, distribute CAPS STP Referral Packets)
- ❑ School calendar for the Summer Transition Program (4<sup>th</sup> of July holiday)
- ❑ Transportation (if offered from your site)
- ❑ OWL Curriculum
- ❑ Georgia Early Learning and Development Standards (GELDS)
- ❑ Parent involvement – one family engagement activity per week
- ❑ Kindergarten transition activities (For Rising Kindergarten program)
- ❑ The role of the lead teacher and assistant teacher
- ❑ The role of the transition coach
- ❑ Center policies and procedures (illness, closing for inclement weather, etc.)
- ❑ What your child's day will be like (daily schedule, meals)
- ❑ Developing a home/school partnership
- ❑ What to send with your child for the Summer Transition Program (blanket, extra clothes, book bag)