

## Appendix J: Parent/Family Orientation

### *Suggested topics to cover during parent/family orientation*

1. Explanation of First Class Pre-K
2. Local program policies, procedures, and attendance expectations (recommended to be in writing)
3. How to complete the required paperwork, including the Ages and Stages (ASQ-3) Developmental Screener (hardcopy or via online link)
4. What a developmentally appropriate classroom for four-year-olds look like
5. Help Me Grow information (call toll free 1-833-939-0336).
6. What parents should expect from the program. For example, what a typical day in Pre-K looks like (consistent daily routine including large & small group lessons, free choice centers, outdoor play) and that children will participating in hands-on learning experiences rather than sitting and doing worksheets.
7. What program staff will expect from the parents (see Appendix H Parent/Family Contract)
8. Information about parent/family engagement opportunities
9. Upcoming events and deadlines
10. Field Trips during the year
11. Photo/Video Policy for students (this is determined at the local level, but programs are required to have a photo/video policy in place prior to the beginning of the school year; copies of the policy containing parent signatures indicating agreement/disagreement with the policy must be kept on site and parents/families must be given a copy of the policy as well).