Dear Parents and Caregivers, July 20th, 2023

Thank you for your continued interest in Eastside Educational Center’s *Preschool for All* Program! We are excited to be able to offer this high quality preschool program for the 2023-2024 school year.

We offer two part-day class options – all 5 days per week:

1. AM classes 8:30 – 11:00 am
2. PM classes 12:15 – 2:45 pm

**If you are currently using a babysitter or home daycare, we encourage you to check out our full-day preschool program – the same Preschool program and a full day of care (breakfast, lunch and snack included!).** Check out our highly competitive childcare rates, and also eligibility table for State Child Care Assistance. Please contact Ms. Kayla or Ms. Jackie with your possible interest. We are happy to help!

**\*Part-Day Preschool will begin on Monday, August 21th, 2023**

**\* Back to School/Meet the teacher will be Thursday, August 17th, 2023 @ 5:30**

**OTHER INFORMATION NEEDED TO ENROLL:**

* Current Physical (“Daycare Physical Form”) -- all immunizations included and up to date, including TB and Lead tests or waivers. Please make an appointment with your doctor if necessary.
* Certified Birth Certificate. Please bring your certified copy (courthouse copy) to our Director to make a copy for our files. It must be a certified certificate in accordance with the Missing Child Records Act.
* Federal Child and Adult Care Food Program (CACFP) forms. The CACFP allows us to continue offering highly nutritional snacks and lunches to our children, while keeping costs down for you. Please read the packet included. All families must return the Annual Enrollment and Household Income Eligibility forms included, before enrollment.
* **The state now requires income verification for all children enrolled in the Preschool For All program.** **This is mandatory for enrollment into the program.** This information is used to ensure we receive funding for the program. Verification options are: two consecutive pay stubs, most recent tax return or W-2, verification letter from employer (in packet), proof that parent is enrolled in Medicaid, or let the office know if you qualify for WIC, SNAP, TANF, or SSI and they can run a direct certification, which will be in place of providing proof.

**In order to secure your spot in our program, return all enrollment forms by Monday, August 14th.** Please let me know if you have any questions. I look forward to welcoming your children into our Center!

Sincerely,

Jackie Alfrey, Assistant Director

jackie@eastsidecenter.org