



4K Family Orientation 2026–2027

Facilitators' Guide

Before Families Arrive

Prepare the Room

- Display the presentation, if you are using the slide deck
 - Have sign-in sheets ready.
 - Provide copies of:
 - Family Handbook
 - School Calendar
 - Daily Schedule
 - Transportation information (if applicable)
 - Attendance Policy Acknowledgement
 - ReadyRosie invitation
 - Set up student Letterlinks
 - Display classroom materials for families to explore.
-

Slide 1

Welcome to First Steps 4K

Say:

"Hello, everyone! Thank you for taking time to join us. We are excited to welcome your family to our program. Tonight is all about helping you feel confident and prepared for your child's first day of school. We believe children are most successful when schools and families work together."

Slide 2

Your Child Matters. School Readiness Matters.

Say:

"Our mission is much bigger than preparing children for kindergarten. Research shows that children who enter kindergarten ready to learn are much more likely to become successful readers and mathematicians by third grade."

Slide 3

We Are a First Steps 4K Provider

Say:

"Our school partners with First Steps 4K to provide a high-quality preschool experience for every child."

Explain:

- Researched based curriculum
- Teachers with early childhood education
- Family engagement
- Developmental screenings
- Ongoing child assessments

Share the statistic:

"Seventy-four percent of children who demonstrated kindergarten readiness also met third-grade reading and math benchmarks."

Slide 4

Our School Family

Introduce your team or allow each staff member to briefly introduce themselves.

Slide 5

Supporting Your Child at Home

Discuss each recommendation.

- Talk about reading every day—even just 15 minutes.
- Explain how family pictures help children feel connected.
- Bring extra clothes. Accidents happen. Change them out when the weather changes.
- Children thrive on routines.
- Share recommended bedtime routines.
- Explain: "Each week you'll receive a short ReadyRosie Modeled Moment with simple activities you can do at home."

Play the welcome video for families if internet is available. Invite them to join ReadyRosie on the spot.

Slide 6

Attendance Matters

Carefully explain the First Steps attendance policy. Explain why attendance is important.

Review:

- School start time
- End time
- Tardy time
- Wraparound care

Emphasize:

"Our goal is not to remove children from the program. Our goal is to partner with families to help children attend regularly."

Slide 7

Partnering with Families

Families can expect:

- Three family-teacher conferences
- Two family engagement events
- Weekly ReadyRosie activities
- Developmental screening (ASQ-3)
- Ongoing communication

Explain ASQ:

"The Ages & Stages Questionnaire helps us understand your child's strengths and identify areas where we can provide extra support."

Encourage participation.

Slide 8**Questions?**

Invite questions.

Possible prompts:

- What questions do you have?
- What are you most excited about?
- What concerns do you have before school starts?

Allow plenty of discussion.

Slide 9**Preschool Power Hour**

Explain: "If you couldn't attend our statewide Preschool Power Hour, or you'd like to watch it again, you can scan the QR code or use the link provided."

Encourage families to view it later.

Closing

Say:

"Thank you for choosing us as a First Steps 4K partner.

We are honored that you've trusted us with your child. Our goal is to create a joyful learning experience where every child feels safe, loved, challenged, and successful.

Remember—you are your child's first and most important teacher. Together, we'll build a strong foundation for kindergarten and beyond."

Before Families Leave

- ☐ Collect orientation signatures and attendance policy signature
 - ☐ Distribute family handbook
 - ☐ Help families activate ReadyRosie
 - ☐ Schedule or remind families about ASQ-3 completion
 - ☐ Answer individual questions
 - ☐ Encourage classroom tours
-

Facilitator Tips

- Keep the presentation to **20-40 minutes**, leaving **10-15 minutes** for questions and classroom exploration.
- Use plain, family-friendly language.
- Personalize the presentation by adding photos of your school, daily schedule, staff introductions, etc.