



165 Pembroke Drive ♦ Hilton Head Island, SC 29926  
Telephone: 843.689.0400 ♦ Fax: 843.689.0550  
Proud to be a Title 1 School

Dear Parents,

Welcome to the 2019-2020 school year at Hilton Head Island Early Childhood Center! The staff at HHIECC has been working hard over the summer months to ensure that your child's upcoming year is a successful one. We are privileged to have the unique opportunity to begin your children's educational path by surrounding them in a warm, caring, safe environment which is full of educational opportunities. I believe that every child can learn, and every child responds best to individualized teaching approaches. Here at ECC we not only begin to identify how each child can learn best, but we also begin them on the journey to becoming a lifelong learner.

During this upcoming year, your child's progress will be monitored closely and he/she will be supported based on identified academic needs. Your child will work independently, and in small and large groups as they develop the social, emotional, and educational skills needed for their future educational path. Your child's teacher has developed an engaging, active learning environment that your child is sure to love. Please be on the lookout for classroom newsletters that will keep you informed throughout the year. If you would like to volunteer and be part of the classroom or be a chaperone for one of your child's field trips, please go on line to [beaufort.k12.sc.us](http://beaufort.k12.sc.us) and under the parent portal complete the application for volunteering. This application must be completed and approved prior to you volunteering within our building or being a chaperone. If you have any questions concerning this process please call Ginette Evans, our school counselor, at 843-689-0415.

This year we are providing a day in July for all incoming Prekindergarten and Kindergarten parents to come fill out some very important paperwork. Your student does not need to be here. They will be meeting their teacher in August. Completing this paperwork on the July date provided will allow parents to go to the classroom with their child during the scheduled "Meet the Teacher" in August prior to the first day of school. Some of the items that you will be completing on your July day will be scheduling your child's transportation and receiving a bus/car tag which allows you to receive your child from the bus and/or pick your child up via the car line in the afternoon. Prior to coming on your assigned day, please plan on how and where your child is going afterschool. Other items include completing an emergency card and providing us the names and numbers of those trusted friends and family members that you will allow to pick up your child in case

of an emergency or change to your schedule. We will also be providing you information on payment for your child's lunch and school uniforms. **Your assigned date will correspond to the beginning letter of your child's last name – July 22 (A-G), July 23 (H-O) and July 24<sup>th</sup> (P-Z) and any parents who were unable to make their scheduled date. Times are 7:30 am – 10:15 am and 11:30 am – 4:00 pm each day.**

Your child's teacher assignment and your scheduled "Meet the Teacher" time will be provided to you when you drop by on your assigned day to complete the paperwork. On July 31<sup>st</sup>, any parents who were unable to come by and complete the paperwork on their assigned date or make-up date will be mailed the child's teacher assignment and scheduled "Meet the Teacher" time. We will send this information to the address you provided during the registration process. If this address has changed, please make sure you contact our school office at 843-689-0400 to update our records. I also want you to be aware that on your scheduled Meet the Teacher date it might take you additional time due to the need to complete important paperwork.

On your scheduled day in July, you will also be receiving additional information to help ensure a smooth transition to HHIECC for you and your child. Please read the information carefully. Please remember that your child's safety is our top concern. Many of the procedures listed in the information you will be provided are to ensure that we keep your child as safe as possible at all times. Our first day procedure is modified to allow parents to take their child to the classroom, if you choose. On this day only, you will be allowed to park in the parking lot and enter the building with your child. Please do not park in the front drop off area as some parents will be dropping their child off by following the morning drop off procedure. If you do come in with your child, I will make an announcement when we are ready to start the day and ask all parents to exit from the front entrance of the building. After the first day, please follow the car or bus procedures explained in the materials you will receive. If you have any questions, please feel free to give us a call.

Please note that if your necessary paperwork was not completed in July, this paperwork will need to be completed on your "Meet the Teacher" appointment.

Thank you,

Kim Bratt

HHIECC Principal