Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear Parent/Caregiver,

**Welcome to Springboard! Your child is registered for the program.**

At Springboard, your child’s teacher will share an individual action plan to help them reach a reading [goal or target]. The teacher will share the plan with you so that you can practice at home.

Teachers will also lead [4] Family Workshops on [day of the week]. They will teach you how to help your child figure out tricky words, read like a storyteller, and better understand stories. You will receive access to 1000s of online books! **Plan for a family representative to attend the workshops [so that your child can earn extra rewards at the end of the program].**

Here are the details of our Springboard program:

* **Location (School):**
* **When:**
* **Dates:**
* **Pick-Up Time:**
* **Workshop dates:**
* **Workshop time:**

Please plan on coming to a Family Orientation during Ready Week on [date] at [time] at [location]. You’ll be able to ask questions, we’ll talk about [goals or targets], and you’ll learn how your child can earn rewards!

If you have any questions, need to update enrollment information, or are no longer planning to be a part of Springboard, please contact the school or [insert enrollment coordinator’s name] at [insert enrollment coordinator’s text or email].

**We look forward to reading with you and your child at Springboard!**