



Dear Parents of Preschool and Pre-K Parents,

During this time of transition, I want to convey my best wishes to all of you as you make the necessary arrangements to support your children while managing your regular responsibilities. We plan to continue our role in your children's lives in terms of educational and social-emotional support, but it will take on a different approach, of course. We have given a great deal of thought and planning on how best to meet the needs of our youngest learners in ways that can be helpful to parents and enjoyable for students. Here are our guidelines for the next two weeks until Spring Break starting Mar. 28.

### **Accessing Daily Lessons**

To help facilitate some normalcy to students, we will be posting weekly lessons through the LifeCubby platform. (Remember that school announcements will be posted on the Family Portal in RenWeb). On your app under the "Lesson Plan" tab, teachers will post lessons that include a variety of activities including access to videos and other digital links. Parents can follow these lessons with students at times that are convenient for you; however, completion of these lessons remains optional.

### **FaceTime/Voice Calls**

To ensure the continued social connection with students, teachers will also be calling students twice weekly via FaceTime on parents' cell numbers listed on the Family Portal in Renweb. These calls will come on specific days and during the hours of 10:00 am to 12:00 pm on Tuesdays and Thursdays. Teachers will alternate; Ms. Celia on one day; Ms. Barbara on another, for example.

- The intention of this form of communication is to maintain a positive connection with students while we are separated from each other. If a student on a particular day, however, is not in a good mood and not eager to talk to the teacher, please ignore the call. That will be fine.
- All FaceTime calls will be on speaker phone so parents can hear the conversation. Please let your child's teacher know via email if you have an android phone and would prefer a voice call.
- Calls will last for no more than about 5 minutes, and the purpose of this call is to connect with the students to foster the teacher-student relationship. This call is not for instructional purposes.
- For parent-teacher communication, please email teachers with any questions you may have OR if you would like to set up a separate phone call. Please do not call teachers' personal phones or send a message on LifeCubby. Teachers will respond to email during normal school hours of 7:30 am and 4:00 pm.

*For Missed Calls*

- If a parent does not answer a call, the teacher will try a second time within the given time frame. If a teacher cannot connect with you between 10:00 am and 12:00 pm, they will attempt to call you the next day within the same time frame.

**Teacher Contact Information**

Preschool

[arederburg@newhorizonschool.org](mailto:arederburg@newhorizonschool.org)

[oamaira@newhorizonschool.org](mailto:oamaira@newhorizonschool.org)

Pre-Kindergarten

[bwilliams@newhorizonschool.org](mailto:bwilliams@newhorizonschool.org)

[cyouines@newhorizonschool.org](mailto:cyouines@newhorizonschool.org)

We appreciate the opportunity to work together to support your children through this challenging period. Insha'Allah, we will become stronger and overcome any hardships. "With every difficulty comes ease."

If you have any questions about the above information, please feel free to reach out to me.

Sincerely,

Faiza Seedat, M.Ed.

Lower School Director