



Dear Parents:

You are invited to participate in **the Altoona School District 4K Program** at our new Early Education Center, located at **754 Bartlett Avenue, Altoona**. Our 4 year old Kindergarten program is an enriched, play-based program designed to prepare your child for their educational career. We provide an enriched curriculum that provides school readiness skills, social emotional development, and school expectations. We know that our children learn best through play and provide age appropriate activities in all areas of development. We are the only 4K program connected with our school district, we work closely with the Elementary staff to make this a simplified transition to Kindergarten, and our program is provided at **no cost**.

Our 4K program is a half day program (morning and afternoon options) that runs four days a week. It's a program designed for all children who live in the Altoona School District who will be four years old by September 1, 2021. Four year old children who have been accepted for open enrollment will also be eligible to participate. Transportation options are available.

4K Enrollment is completed online. Please visit our website to complete the necessary paperwork: <https://www.altoona.k12.wi.us/parents/registration> If you do not have access to complete the required online forms, we will be able to provide online access at the Elementary School for you.

While enrolling online, we require the following forms to be uploaded:

- Original Birth Certificate (we verify the information and return it to you)
- Proof of Residency (mortgage documents or utility bill with your name and address on it)
- Immunization form (only required if your child received their vaccinations from a different state)
- Other important documents if applicable (IEP, court documentation, etc.)

If you are unable to upload the required documents, please bring the above listed forms to the Altoona Elementary School Office, located at 157 Bartlett Avenue, between the hours of 8:30 A.M. and 2:00 P.M., before Friday, May 28th, to complete the enrollment process. Contact Shannon Ross at 715-839-6050 to coordinate a time to come into the Elementary School Office.

We encourage you to take advantage of **Altoona 4K!** If you have questions, please contact Laura Trachsel, Altoona 4K Coordinator, at: ltrachsel@altoona.k12.wi.us. Please pass this information on to others who may not have received it. We want all Altoona families with four year olds to be aware of this exciting opportunity!

Sincerely,

Laura Trachsel

4K Coordinator
715-838-7350