

Welcome to LEDP<sub>,SEP</sub> (and welcome back to all of our returning families),

We hope you all had a wonderful summer filled with amazing family time, fun, and plenty of rest and relaxation! It seems like only yesterday we were packing up our LEDP spaces and wishing the kids lots of adventures during the summer. In the blink of an eye it seems to be over, but I hope your children are as excited as we are for another amazing year!

The LEDP staff is geared up for an exciting year with all of your children. Our staff will be coming back to work the week of August 29<sup>th</sup> 2017, to begin planning for the year, setting up the rooms and getting everything ready for a SUPER AMAZING YEAR.

Grades: 1-6~ As you all know, the first day of attendance at Lawrence School is on Thursday, September 7<sup>th</sup> for grades 1-6. The kids will have a FULL day of school that day, and LEDP will be expecting Thursday children<sub>,SEP</sub> **LEDP IS OPEN ON THE FIRST DAY OF SCHOOL**

**\*\*Kindergartner Families\*\***

Your children will be picked up from their classroom for the entire school year by the LEDP staff. The first few days (Thursday and Friday, are half days, and LEDP will pick the kids up at 12:40. Your child will come to LEDP for 1 day that week~ EITHER (A-L)Thursday OR(M-Z) Friday. Monday, September 11, will begin the regular LEDP and school schedule for your child. If you have any questions regarding this, please email or call me and I would be happy to explain further. I can be reached at: or [mary\\_gardiner@psbma.org](mailto:mary_gardiner@psbma.org) and by phone at the LEDP office number: 617-879-4379.

Students/Grade Level	Schedule
Grades 1 - 8	Thursday, September 7 -- 8:00 a.m to 2:30 p.m.
Kindergarteners with last name beginning with A-L	Thursday, September 7 -- 8:00 a.m. to 12:40 p.m.
Kindergarteners with last name beginning with M-Z	Friday, September 8 -- 8:00 a.m. to 12:40 p.m.
All students K-8	Monday, September 11 -- 8:00 a.m. - 2:30 p.m.

***WHERE DOES MY CHILD GO AFTER SCHOOL?***

## ***WHERE DO I PICK THEM UP?***

***Kindergartners*** will be picked up in their classrooms DAILY<sup>[11]</sup><sub>[SEPT]</sub> by the LEDP staff. The Kindergarten teachers will be given a list of LEDP students so there will be no confusion. Kindergartners will begin their day in the small LEDP classroom in the basement, and will END their day in the cafeteria/or gym/outside.

***1st graders*** will walk downstairs from their classrooms daily. But for the first 2 weeks of school, the LEDP 1<sup>st</sup> grade teachers will pick the kids up from their classrooms until they feel comfortable with the transition themselves. 1<sup>st</sup> graders begin in the Lawrence cafeteria for homework, stories, games and snack and END their day in the LEDP classroom in the basement.

***2nd Graders*** will walk from their classrooms down to the Lawrence Cafeteria where they will meet their team for homework, table games and snack. They will END their day in the Large LEDP room.

***3rd graders*** will come straight to the LARGE LEDP room, where they will meet their team for check in, homework and free play. The 3<sup>rd</sup> graders will END their day in the cafeteria for reading, table games.

***4/5/6 graders*** will meet their team on the 2<sup>nd</sup> floor in the 5<sup>th</sup> grade classrooms. (5RW and 5E.) (right beside the teachers room) This group will use these classrooms, the gyms, the cafeteria and outside.

All our LEDP groups will have schedules posted in the basements as well as white wipe off boards that will give the destination of each group. When all else fails, please see Mary in the LEDP office, and I will let you know where the group is.

Our group staffing has changed a bit since last year. Janet and I have worked hard during the summer to evaluate our LEDP staffing and formulate the best teaching team for each age group. I am confident that these changes will only make our LEDP program stronger. All of our staff members have many unique qualities, talents, and, most importantly, experience and I am excited to have them all returning. Unfortunately, our 2<sup>nd</sup> grade teacher, Ilana Herst has decided during the summer to move on, so she was unable to say goodbye to the staff or the children. We wish her the best.

I would like to introduce our NEW LEDP Groups:

**Kindergarten Group:** Donna Mattimoe (Coordinator), Esther Rosa and Abigail Burns

**1 Group:** Karen Lambert –(Coordinator) , Jackie Zayes and Kara Kuntz (who will also be working upstairs with Ms. Usha.

**2<sup>nd</sup> Grade:** Alicia Tynan (Coordinator), Tatianna Lewis and Christopher De Leigh

**3 Group:** Janet Harrington (Coordinator), Kelly Smith, Randee Siegel (Monday, Thursday and Friday)

**4/5/6 Group:** Irene Limlengco (Coordinator), Bianca Maynes and Samuel Mitchell

**Here is a couple of questions we are always asked in LEDP!**

**IS LEDP OPEN ON EARLY RELEASE DAYS?**

YES- LEDP is open for Early Release days for NO additional cost. The kids will come to us at either 12:00 or 12:40 IF it is there scheduled LEDP day.

**IS LEDP OPEN FOR VACATION/HOLIDAYS?**

YES- LEDP Is open for vacation/Holiday care. Families will need to sign up for these days, and the cost is \$50/per day/per child. The hours are 8:30-5:30.

Rosh Hashanah, Yom Kippur, Good Friday, February Vacation (Tuesday-Friday) and April Vacation- (Tuesday- Friday)

**Does LEDP allow toys from home?**

NO ! We have plenty of materials here at LEDP. We do not want to be responsible for lost/stolen or broken things.

**Will my child complete his/her homework in the program?**

Yes- Grades 1-6 have a scheduled homework time each and every day. We have all of the supplies they will need. We will guide and support them, but LEDP is unable to give 1:1 tutoring time. We also do not correct all of the homework, as the classroom teachers want to see if children are having issues. Please note: Our homework times are right after school, so if you are signing up your children for LSA classes (Lawrence Special Activities), they may come home with their homework not complete.

## Where will my child's belongings be kept?

All children will have a cubby to put their belongings in. Depending on numbers, many of our cubbies are shared with a classmate.

YOUNGER CHILDREN MAY KEEP A SHOE BOX OF EXTRA CLOTHES IN THE CUBBIES. PLEASE LABEL EVERYTHING.

## CAN I LEAVE MONTHLY PAYMENTS IN LEDP?

Yes you can. Outside the LEDP office (which is located in the basement inside the Large LEDP room), there is a black lock box for monthly payments.

## DO I NEED TO PROVIDE SNACKS FOR MY CHILD?

LEDP provides snacks on a daily basis. You are more than welcome to supply an extra snack for your child as long as it is PEANUT/NUT free.

## IF MY CHILD HAS AN ALLERGY- DO I NEED ANYTHING?

YES- YES AND YES!

Your child may not start LEDP without the proper medications and documentations (which are attached). The School nurse is not here after hours, so LEDP needs their own epi-pen/inhaler and/or medications.

***PLEASE NOTE:*** If you are receiving this email and have graduated out of the program, or have left the program, please email me back and I will remove your email address. If you would like another email added for your child, please let me know and I will make that change for you.

Please email me with any questions you may have. I look forward to seeing you all on Thursday, September 7th!

Enjoy the last weeks of summer.

Sincerely, Mary Gardiner LEDP Director