

Short Break: Parent/Guardian Notification and Consent Form

Program Information *(to be completed by program)*

Site Name: _____

Site ID: _____ Current School Year: _____

Site Address: _____

Site Director: _____

Overview of Short Break Policy

Full-day Pre-K for All programs may schedule a short break in the middle of the day for non-Pre-K for All activities. The Pre-K for All program at which you have registered has indicated interest in implementing a short break.

Families may decide whether they would like their child to participate in the short break. ***Students who do not participate in the short break will continue to receive Pre-K for All programming during the time of the short break.***

The information included on this form will help you better understand how your child's Pre-K for All program plans to implement a short break. Please indicate at the end of this form whether or not you would like your child to participate in the short break.

Please contact the NYCDOE Division of Early Childhood Education at (decefieldops@schools.nyc.gov) with any questions related to the short break that your Pre-K for All program may not be able to answer.

Program Daily Schedule *(to be completed by program)*

Day	Pre-K for All Start Time	Short Break Start Time	Short Break End Time	Pre-K for All End Time
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Activities (to be completed by program)

Description of Activities Provided to Students Opting to Participate in the Short Break:

Pre-K for All services must continue for any students who do not participate in the short break.

Location of the Short Break (to be completed by program)

Proposed Location of the Short Break*: _____

Notes: _____

**Subject to change depending on level of student participation in the short break*

Staffing during the Short Break (to be completed by program)

Proposed Staffing of the Short Break*:

#	Name	Role
1		
2		
3		
4		

**Subject to change depending on level of student participation in the short break*

Student Information

Student Name: _____

Student Address: _____

Student Date of Birth: _____

Parent/Guardian Permission

I provide permission for (name) _____ to participate in the short break

I do not provide permission for (name) _____ to participate in the short break

Please indicate whether you would like your child to participate in the short break at his/her Pre-K for All program:

Parent/Guardian Signature

Date