**VKRP Family Letter Template for Teachers**

VKRP is providing this template letter to teachers so that they can inform families of this initiative, the data being collected for their child, and how they can be involved in supporting their student’s skill development. VKRP encourages teachers to have ongoing conversations with families about their child’s experience in the classroom. These communications would include information about VKRP, why it’s being given, their child’s data and how it aligns with what teachers see in the classroom. Teachers are encouraged to adapt the content in this template, merge the content with other communications, etc. to meet the needs of their classroom/families.

Dear Parent or Guardian,

As you may be aware, Virginia kindergartens are participating in the Virginia Kindergarten Readiness Program (VKRP). VKRP is an initiative focused on building a more comprehensive understanding of school readiness and success. VKRP helps to support our understanding of school readiness in four key areas: literacy, mathematics, social skills and self-regulation. One of the important components of VKRP is sharing information with families about their child’s assessment. Please note, this is not a “test” where a child must pass and gets grades. Instead, it provides you with useful information on how your child is doing in four key areas that are important for success in school. I am sharing the information in this letter and the Family Information Report (attached) to make you aware of how your child scored at the beginning of this school year on assessments of literacy, mathematics, self-regulation, and social skills. I would be happy to speak with you about these results and my observations of your child’s experience in the classroom.

Beginning this school year, all Virginia school divisions are participating in VKRP. VKRP helps families, teachers, schools, and policymakers better understand students’ school readiness skills across Virginia. This is a statewide initiative directed by the Virginia General Assembly and implemented by the Center for Advanced Study of Teaching and Learning at the University of Virginia in partnership with the Virginia Department of Education. You can learn more about VKRP at <http://vkrponline.org/>

Literacy, mathematics, self-regulation, and social skills are considered important areas for a child’s school success. When teachers look at the combined assessments, it provides them with a comprehensive picture of students’ skills so that they can appropriately and effectively tailor instruction to meet students’ needs and partner with you to help support your child’s school success. Children are continually learning and growing. VKRP provides you with a snapshot just as your child is beginning school.

**Assessments**

* The **Phonological Awareness Literacy Screening** (PALS) assesses students’ literacy skills by asking students a set of interactive, standardized questions. You will see your student’s summary score in the report. The PALS assessments has been conducted in kindergarten classrooms for almost two decades.
* The **Early Mathematics Assessment System** (EMAS) assesses students’ mathematics skills using items such as shapes, pattern cards, and pictures (interactive manipulatives) and standardized questions. You will see your student’s overall math score in the report.
* The **Child Behavior Rating Scale** (CBRS) is used to assess students’ social skills and their ability to manage emotions, behavior, and thinking (which is called self-regulation) in the classroom. Teachers report on skills they see children display in the classroom. You will see a score for self-regulation and a score for social skills.

VKRP also provides a report (attached) and resources (<http://vkrponline.org/benefits/family.php>) for families to be informed and involved in supporting their child’s development of these critical foundational skills.

I welcome the opportunity to discuss this information with you and to collaborate on how we can work together to support your child in their development of strong skills in these important areas.

You can find more information about the VKRP online at [www.vkrponline.org](http://www.vkrponline.org). If you have questions about VKRP, the assessment process, or how the information will be used, please feel free to contact me. You can also contact VKRP directly via email at [vkrp@virginia.edu](mailto:vkrp@virginia.edu) or by phone at (866) 301-8278, ext. 1.

Sincerely,

Teacher/School Division staffer