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Rev. Charles Ramsey, Board Chairperson
Mr. Thomas Ford, Executive Director
www.trinity-elc.org



July 10, 2026

Welcome Back to Trinity AME Early Learning Center

School Year 2026–2027

Dear Trinity Families,

Welcome back to another exciting school year at Trinity AME Early Learning Center! We are delighted to welcome both our returning and new families as we begin another year of learning, growth, and discovery.

Our mission is to provide exceptional early childhood education in a safe, nurturing, and engaging environment where every child can thrive. This school year, our center-wide focus is Excellence in Customer Service—ensuring that every family feels welcomed, respected, supported, and confident in the care and education their child receives.

Important Dates to Remember

Before we begin the new school year, please mark your calendars for these important events:

Annual Staff Training Day

Friday, July 24, 2026

Trinity AME Early Learning Center will be closed for children on Friday, July 24, as our

entire staff participates in our Annual Professional Development and Training Day. This dedicated training ensures our teachers are fully prepared to provide the highest quality learning experiences and care for your children throughout the school year.

Open House

Friday, July 31, 2026 | 10:00 a.m. – 3:00 p.m. No School

We encourage every family to attend our Annual Open House. This is a wonderful opportunity to:

- Meet your child's teachers
- Visit your child's new classroom
- Learn about classroom routines and daily schedules
- Ask questions about the upcoming school year
- Complete any remaining paperwork before the first day of school

We strongly encourage all parents to attend so that together we can help make your child's transition into the new school year is smooth, comfortable, and successful.

Georgia Pre-K Parent Orientation (Required)

Attendance at one orientation session is mandatory for all Georgia Pre-K families. A parent or legal guardian must attend one of the orientation sessions listed below in order for their child to begin the Georgia Pre-K program. During the orientation, we will review the Georgia Pre-K program requirements, classroom expectations, attendance policies, curriculum, daily procedures, and answer any questions you may have.

Please select **one** of the following sessions:

- **Tuesday, July 28, 2026 | 2:00 p.m. – 3:00 p.m. (*Online*)**
- **Wednesday, July 29, 2026 | 7:00 p.m. – 8:00 p.m. (*Online*)**
- **Thursday, July 30, 2026 | 6:00 p.m. – 7:00 p.m. (*Online*)**
- **Friday, July 31, 2026 | 12:30 p.m. – 1:30 p.m. (*Onsite at Trinity AME Early Learning Center*)**

Families attending the onsite orientation on **July 31** are encouraged to remain afterward to enjoy our **Open House**, meet their child's teacher, and visit their classroom.

To help us maintain a safe, organized, and successful learning environment, please review the following important reminders.

1. Arrival and Pick-Up Procedures

Trinity AME Early Learning Center is open Monday through Friday from 6:30 a.m. to 6:00 p.m.

To ensure children receive quality care without becoming overly fatigued, we ask that children attend no more than eight (8) hours per day whenever possible.

Infant Classroom

- Operates 7:00 a.m. – 5:00 p.m.
- An additional teacher has been added this year to provide increased support and individualized care for our youngest learners.

Arrival Times

- Infant, Toddler, and Preschool: Children must arrive no later than 9:00 a.m.
- Georgia Pre-K: Students participate in a mandatory 6½-hour instructional day from 8:00 a.m. to 2:30 p.m.

Check-In and Check-Out

Parents or authorized adults must sign children in and out using the biometric attendance system each time they enter or leave the center. Accurate attendance records are essential for your child's safety, state reporting requirements, and emergency accountability.

2. Backpacks, Shoes, Hair Beads, and Uniforms

To help maintain a safe and organized classroom environment:

Backpacks

- Trinity AME is a no-backpack facility for all classrooms except the Infant Room.
- Every child is provided with a personal cubby for extra clothing and other personal belongings.
- Please label all clothing, coats, sweaters, and personal items with your child's name.

Infants

- Diaper bags are permitted.
- All bottles must be clearly labeled with your child's full name and the current date each day.

Shoes

- Children must wear closed-toe shoes every day for safe indoor and outdoor play.

Hair Beads

- Hair beads are not permitted because they present a choking hazard and may become dislodged during active play.

Uniforms

Uniforms are required for all Georgia Pre-K students.

Families may order uniforms directly through our website at www.trinity-elc.org by visiting the Online Store.

A limited number of gently used uniforms will also be available through our Uniform Bank while supplies last.

3. Milk and Milk Alternatives

Trinity AME Early Learning Center participates in the USDA Child and Adult Care Food Program (CACFP) and follows all federal nutrition guidelines.

Children are served:

- Whole milk (ages 1–2)
- 1% milk (ages 2 and older)

To better serve children with dietary needs, we now offer:

- Dairystar® Lactose-Free Milk
- Silk® Soy Milk

These alternatives are available for children with qualifying medical or religious dietary needs.

To request a milk alternative:

- Submit a written request to the center.
- Our Nutrition Department will coordinate the appropriate accommodation.

Please note: Personal milk substitutes brought from home will no longer be accepted.

4. Outdoor Play and Weather Guidelines

Outdoor play is an important part of every child's daily learning experience. Our goal is for children to spend up to two hours outdoors throughout the instructional day whenever weather conditions allow.

For the safety and well-being of our children:

- Outdoor play will be modified or canceled when temperatures exceed 89°F.
- Outdoor play will also be canceled when temperatures fall below 40°F.

These guidelines help protect children from extreme heat and cold while ensuring safe opportunities for physical activity.

5. Tuition Payments

To help us maintain uninterrupted operations and staffing:

- Tuition invoices will be issued each Friday for the upcoming week of care.
- Tuition payments are due each Monday before services are provided.

Timely payments allow us to continue providing the high-quality care and educational experiences your family expects.



6. Soccer Registration 2026

We're excited to offer an after school soccer program for our 3 and 4-year-olds again this fall. Training sessions will run Wednesdays from 3 to 4 p.m, starting September 3rd through October 30th . The cost for training is \$15 per week, with games held each Saturday. Coach Webb will provide separate pricing for uniforms and any additional gear. We're thrilled to bring this opportunity to our students and will share registration details soon.

Partnering for a Successful Year

We believe that strong partnerships between families and educators create the best learning environment for children. Thank you for your continued trust, support, and commitment to Trinity AME Early Learning Center.

We are honored that you have chosen us to care for and educate your child. Together, we look forward to a school year filled with learning, laughter, growth, and memorable experiences.

Welcome to an outstanding 2026–2027 School Year!

For the Love of Trinity,

A handwritten signature in brown ink, appearing to read "Th. Allen Ford Jr.", is positioned above the printed name.

Thomas Allen Ford Jr.
Executive Director