**For Providers Offering Full Day, In Person Programming to School Age Children**

*A sample email that make the case for including afterschool providers in discussions and planning around reopening schools. These can be adapted by providers and sent to education stakeholders.*

*You can find a list of Georgia Superintendents* [*here*](https://www.gadoe.org/Documents/ga_superintendents_contact_list.xls) *and Georgia Public Schools* [*here*](https://oraapp.doe.k12.ga.us/ows-bin/owa/main_pack_school_contacts.entry_form)*.*

**SAMPLE EMAIL**

I am writing to offer my help and resources to [name of school or district] as school restarts. I represent [name of afterschool program] in the city of [name of city], GA, that supports more than [#] local children and families.

I am available and very interested in partnering with you to make sure children and families have everything they need to thrive as schools reopen. **We are currently offering full day in person care for school age children.** Our programs are uniquely qualified to offer assistance by providing a space where kids will have access to the internet and will be able to login and focus on their remote learning requirements, as well as staff to support their school learning. We also provide the youth with activity and enrichment and connect with families to help ensure they can access remote learning.

Afterschool programs throughout Georgia have been stepping up to help families in this time of crisis due to COVID-19. We have continued to find new ways to serve children and communities, whether through [list any services you are providing, for example, providing care for children of essential workers, meals and snacks, and connecting children and families to community supports.]

As a long-standing community partner that serves many of the same children and families you serve, we can offer support and partnership. To ensure that distance learning can be successfully implemented, we request that you share with us 1) any opportunities for joint professional development coordinated between classroom teachers and program staff to help ensure diverse staff with aligned strategies and vision; 2) any learning materials that you send home to parents to support distance learning; and 3) virtual learning schedules so we can ensure availability of space and coordination of student grouping. Students need to re-engage in academic, social and physical spaces again and we must work together to ensure we put into place all the supports necessary to make that possible in multiple settings. Many parents (including teachers) need to return to work. We stand ready to step up in new ways to help you reimagine the upcoming school year and create opportunities for students to thrive.

Thank you for your outstanding leadership. I look forward to finding more ways to partner with you to support students and rebuilding stronger than before.

Sincerely,