

Dear parents –

As we continue to provide your child(ren) quality care, as Keystone Stars participants we need to document your child's progress through a system called Work Sampling for ages 3-5 and Ounce Sampling for infants and toddlers. This information is collected three times a year and is then shared with you and entered into an online database. In order for us to process this information properly we need you to complete the attached packet on your child and family. It is *VERY* important that you fill in all the areas in the packet especially the asterisk questions. Without this information we will not be able to complete our center profile on the Early Learning Network (ELN). *Giving us your child's social security number is completely voluntary.*

The information is stored on a secure website that only authorized users can log in to. We have enclosed some information regarding ELN. If you have any further questions regarding this information please do not hesitate to stop by the office.

Sincerely –

  
Teresa Maund  
Executive Director