

Quick Start Guide for Summer Implementation

Step 1: Plan Your Summer Program

- Define program goals:** What skills or milestones do you want children to achieve?
- Identify target age group:** Are children in pre-K, kindergarten, or mixed ages?
- Allocate budget:** Ensure that funding covers materials, technology, and training.
- Set program duration:** Determine start and end dates, plus the daily schedule.

Step 2: Prepare Ignite

- Confirm technology readiness:** Confirm access to devices and stable Internet connectivity.
- Get set up:** Set up teacher and administrator accounts on Ignite.
- Conduct staff training:** Provide an overview of Ignite's features and dashboards and include tips for integrating digital play into daily routines.

Step 3: Prepare Key Foundations

- Inventory materials:** Ensure availability of pre-decodable books, cue cards, and consumables.
- Distribute teacher guides:** Review scope and sequence with educators and highlight key strategies for summer instruction.
- Create activity schedules:** Incorporate multisensory learning into daily plans.

Step 4: Roll Out the Program

- Conduct kickoff sessions:** Introduce the program to staff and families.
- Create a daily schedule:** Make sure to balance Ignite time, Key Foundations activities, and free play.
- Monitor progress:** Monitor student progress weekly using Ignite's real-time dashboards.
- Support teachers:** Provide ongoing teacher support through check-ins and coaching.

Step 5: Wrap Up and Evaluate

- Collect and analyze data:** Use Ignite's reports to measure skill gains and gather teacher feedback on Key Foundations activities.
- Celebrate progress:** Host a showcase or share achievements with families and provide certificates of completion to students.
- Reflect and plan:** Identify successes and challenges and plan adjustments for future summer programs.

Pro Tip: *Start early! The sooner you plan and prepare, the smoother your summer program will run.*

For additional support, contact us at www.hatchearlylearning.com.