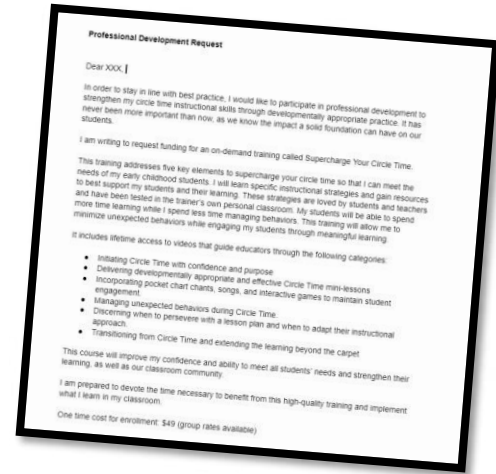




# Admin Letter and Flyer

**Step 1** - Click the link below to make a copy of the editable admin letter.  
[SUPERCHARGE YOUR CIRCLE TIME ADMIN LETTER](#)



**Step 2** - Select "make a copy" and edit to fit your needs!

 Google Docs

Copy document

Would you like to make a copy of **Supercharge Your Circle Time Admin Letter** ?

 [Make a copy](#)



*Alternatively, you can use the letter here on page 2 as is.*

**Step 3** - Print or email the attached flyer to give your admin additional, at-a-glance information



*Print the flyer here on page 3, or [CLICK HERE](#) for a flyer to send via email.*

## Professional Development Request

Dear administrator,

In order to stay in line with best practice, I would like to participate in professional development to strengthen my circle time instructional skills through developmentally appropriate practice. It has never been more important than now, as we know the impact a solid foundation can have on our students.

I am writing to request funding for an on-demand training called Supercharge Your Circle Time.

This training addresses five key elements to supercharge your circle time so that I can meet the needs of my early childhood students. I will learn specific instructional strategies and gain resources to best support my students and their learning. These strategies are loved by students and teachers and have been tested in the trainer's own personal classroom. My students will be able to spend more time learning while I spend less time managing behaviors. This training will allow me to minimize unexpected behaviors while engaging my students through meaningful learning.

It includes lifetime access to videos that guide educators through the following categories:

- Initiating Circle Time with confidence and purpose
- Delivering developmentally appropriate and effective Circle Time mini-lessons
- Incorporating pocket chart chants, songs, and interactive games to maintain student engagement.
- Managing unexpected behaviors during Circle Time.
- Discerning when to persevere with a lesson plan and when to adapt their instructional approach.
- Transitioning from Circle Time and extending the learning beyond the carpet

This course will improve my confidence and ability to meet all students' needs and strengthen their learning, as well as our classroom community.

I am prepared to devote the time necessary to benefit from this high-quality training and implement what I learn in my classroom.

One time cost for enrollment: \$49 (group rates available)

Please see the attached flyer for more information.

Thank you for considering my request,

# Supercharge Your Circle Time!



**After this training,  
teachers will feel confident:**

- Initiating Circle Time with confidence and purpose
- Delivering developmentally appropriate and effective Circle Time mini-lessons
- Incorporating pocket chart chants, songs, and interactive games to maintain student engagement.
- Managing unexpected behaviors during Circle Time.
- Discerning when to persevere with a lesson plan and when to adapt their instructional approach.
- Transitioning from Circle Time and extending the learning beyond the carpet



## Optimize Circle Time for learning and engagement!

This 2-hour video training is complemented with resources and an additional bonus video focusing on attention-getting strategies.

**For a school quote, email  
[hello@thekindergartenconnection.com](mailto:hello@thekindergartenconnection.com)**