

How to use the letter to families:

Letters are a great way to communicate with the families of children in your program and other stakeholders, and are a perfect place to share your Maryland EXCELS quality rating.

The sample letter below has blue bracketed areas to fill in with your program's name, Maryland EXCELS quality rating, and highlights of your high-quality learning environment.

- Consider sharing the letter with families through email. The letter can be printed and sent home with children to be considerate of families with limited access to technology.
- Use tools to translate the letter to meet the needs of families that speak languages other than English.
- Add the letter to your website or post on social media for current and prospective families.
- Don't forget to update the letter and redistribute each time you achieve a higher Maryland EXCELS quality rating!

Dear parents and families,

<PROGRAM NAME> is happy to announce that we have achieved a Quality Rating <NUMBER> with Maryland EXCELS, the state's quality rating and improvement system for child care and early education programs.

We are committed to providing a high-quality learning environment that supports your child's development and provides a strong foundation for lifelong success. Our Maryland EXCELS quality rating is one way that <PROGRAM NAME> demonstrates our commitment to quality and continually improving the services we offer.

Our Maryland EXCELS Quality Rating <NUMBER> reflects our efforts to:

- Support children's health and safety
- Ensure our staff is well-trained
- Provide a supportive and nurturing learning environment
- Help families be active in their child's education

<USE THIS SPACE TO DESCRIBE THE ACTIVITIES OR INVESTMENTS MADE BY THE PROGRAM AND STAFF TO ACHIEVE THIS RATING>

A child's early years are a critical time for their learning and development. In fact, studies have shown that a child's first five years have the greatest potential for setting a strong foundation for a lifetime of learning and health. High-quality child care and early education programs like ours help children start early on the path to lifelong success.

If you have any questions about our Maryland EXCELS quality rating, please contact us at <EMAIL> or <PHONE NUMBER>.

Sincerely,

<PROGRAM NAME>



<INSERT IMAGE OF QUALITY RATING BADGE>