

Communication Connection

Below are some ways to communicate with your families

Newsletters

Why to send them:

1. Keep families informed about your program (attendance policy, dates, parking, etc)
2. To encourage families to play at home
3. To encourage families to use the YA resources
4. To connect families with other community events or organizations
5. To let families know about other opportunities in Special Olympics

What to Include:

- Skill or activity of the Week – select from the guide
- Links to videos to support the skill of the week
- Titles of picture books
- Information on family events in the community

Welcome Email

Why to send them:

1. Reduce anxiety
2. Remind families about the session
3. Give important details like where to park and what to wear

What to include:

- ✓ Your name
- ✓ The dates and times of the session
- ✓ What to wear
- ✓ What to do if you can no longer attend
- ✓ Any other important details such as parking, policies on attendance or sick policy.

Email Tips:

- Keep it short
- Use bullet points
- Highlight

Text Remind

Why to use a text remind system:

Convenient and quick

What to include:

- Any immediate changes to programs
- Reminders to attend