Pre-School Outreach

The Pre-school Outreach Programs are Early Childhood Outreach Programs for children ages 3-5 years old. The programs are developed by the ECE team. Erica Gilbert, Manager of Early Childhood Outreach is in charge of them.

There are four program topics: Animal Tales, Let's Get Movin', Cycle of Seasons, and 3,2,1...Build It!. The programs are designed for a maximum of 20 students per session. Schools that have more than 20 students can reserve multiple sessions per day, with four sessions being the maximum.

The Pre-school program travels to Franklin and the contiguous counties. Counties that are further away are considered, but there are additional costs for those counties.

BASIC DAILY ITENERARY

Each session lasts 45 minutes.

Set up occurs 45 minutes prior to the program.

Tear down takes up to 45 minutes as well.

Resetting between sessions takes 15-30 minutes depending on program theme, if the following session is in the same room.

If the COSI Educator needs to switch classrooms resetting will take up to 45 minutes.

The Program Session:

At the start of the program, children are welcomed by the COSI Educator. There is circle time that may involve but is not limited to: interactive-read aloud, group activity, or demonstration. This takes up to 15-20 minutes.

After circle time, children will engage in additional hands-on activities. There will be 4 activities. This takes 20-25 minutes.

SESSIONS

There will be a maximum of four sessions per day, as long as they are doing the same topic for all four sessions. We can do up to two different topics in one day, but if they want us to switch topics we will only be able to do two sessions instead of four.

COST

For schools reserving multiple sessions of one topic there is a multi-session price break. The cost is \$120 for the first session, and \$75 for each additional session of the same topic held the same day. For schools that wish to do two topics per day there will be no price break; it will be \$120 for each one. Full payment is due at least one month prior to the program date.

CANCELLATION POLICY

Full payment is due one month prior to your program date. If you are unable to host the program on your date please call us as soon as possible. If COSI does not receive notification of cancellation from your school at least 14 days prior to your date, said school will still be held responsible for full payment of the program. Cancellations and changes made 14 or more days prior to your date will receive a 50% refund. Cancellations and changes made less than 14 days prior to your date will not be refunded.

VOLUNTEERS

We will need two to three volunteers available per session. These can be the teachers, teacher's aides, or parents. Volunteers should actively engage with children during activities. They can also assist the COSI Educator as needed. In addition, there needs to be one volunteer to assist the COSI Educator with set-up and tear down. This volunteer can be one of the two volunteers that help during the session but does not have to be.

RESERVATIONS

We need one month advance notice to reserve a program, although we might be able to reserve something less than one month out on a case-by-case basis. The Call Center will take the requests on paper and forward them to me, and I will determine availability.