



**Prof. Dr. E. Jürgen Zöllner**  
Senator für Bildung,  
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Dear Parents,

You have supported and encouraged your children's development from the day they were born, and you want the best for them: they should be happy and successful and should find their place in life. You want to make sure they have everything they need to reach this goal.

When your child enters nursery school or day care, an important new life phase begins for both of you. The nursery school teacher or day care provider will also be an important figure in your child's life. These new caregivers will join you in stimulating and fostering your child's development. After all, vital foundations for the rest of one's life and for success in school and later in the working world are laid in a child's first years.

The work being done with children in all of Berlin's nursery schools is based on the "Berlin educational program for the education and care of children in pre-school prior to starting elementary school." According to this program, promoting language development is one of the nursery schools' fundamental responsibilities.

Being able to make oneself understood and to communicate with others, as well as enjoying books and other media, are important prerequisites for your children's further education. Your child's nursery school can give you a brochure that tells you more about the "Berlin educational program," and you can also take a look at the program there. The program is available in book form (as "Bridging Diversity - An Early Childhood Curriculum") at bookstores.

Your child's nursery school teacher will be watching and documenting your child's language development closely, in order to give him or her the targeted support needed for specific phases of development. The "Sprachlerntagebuch" (language-learning diary) helps with this process. It will accompany your child throughout his or her years in nursery school or day care and will be gradually filled with new entries. The teacher will be making most of the entries. With your consent, conversations with your child can be written down, making it easier to document progress. Your child will also be contributing to the "Sprachlerntagebuch" by pasting in pictures, collages, or photos, telling stories about these, and "writing" in the book, too. All of these entries help to identify the progress your child is making with language development, how strengths are being used as the basis for further improvement, and any additional support necessary to ensure that your child is well-prepared for elementary school.

You as parents are of course important, indispensable partners in this process. The first section of the "Sprachlerntagebuch" asks questions about the children and their families. Getting to know you and your child this way should help to start off the educational and caregiving partnership with you positively and to build confidence and trust between you and the nursery school or day care provider.

Knowing more about the family from the very beginning enables nursery school teachers and caregivers to build on children's individual experiences and development and to help them feel comfortable in their new environment more quickly. The answers to the questions also indicate how the nursery school might help your child to deal with what may at first be a difficult separation from you with, for example, various routines or games. Please take your time when answering the questions. Of course, neither you nor your child will be at any disadvantage if you prefer not to answer individual questions about your personal life.

Everything documented in the "Sprachlerntagebuch" by the teachers, your child, and you serves as the basis for further conversations with you about your child's development and progress. If necessary, additional measures intended to foster your child's development will be discussed and instituted together with you. Please do not hesitate to talk to the teachers if anything is unclear, if you would like more information, or if you would like to discuss how best to promote your child's language development.

Since the contents of the first section of the "Sprachlerntagebuch" are to be treated confidentially, this part, which includes personal information, is filed separately from the rest of the book. If you have any questions about this, too, please speak to the staff at your child's nursery school or day care center.

You and your child have access to the second part of the "Sprachlerntagebuch" at any time, so that it can become a lively, shared book that both you and your child are involved in completing.

When your child moves to another nursery school or enters elementary school, the "Sprachlerntagebuch" will be given to you. Please give it to the new nursery school. It can also be very useful to your child's future elementary school teacher, since it provides valuable information about his or her stage of development and the progress made so far. This can help the teacher to help your child get off to a good start at school. However, it is your decision whether you want to show the "Sprachlerntagebuch" to your child's elementary school teachers or not.

Our experience so far has shown that children enjoy working with the "Sprachlerntagebuch" and are proud of having a book of their own, all about them.

I hope that your child will have fun helping to create the "Sprachlerntagebuch" and that you as parents will participate in any way you can, thereby helping nursery school teachers to follow and encourage your child's language development.

With best regards,

A handwritten signature in black ink, appearing to read "J. Müller". The signature is written in a cursive style with a large initial "J" and a long horizontal stroke extending to the right.

Senator for Education, Science and Research