# 8 Key Summer Learning Practices for Elementary School Districts

<table>
<thead>
<tr>
<th>Start Planning Early</th>
<th>Structure Program for Sufficient Academic Time on Task</th>
<th>Use Effective Student Recruitment Practices</th>
<th>Hire Effective Instructional Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Start cross-department planning by January</td>
<td>• Schedule academic instruction for three to four hours per day</td>
<td>• Develop clear and timely recruitment materials that explain program requirements and features</td>
<td>• Develop rigorous processes to recruit and hire effective, certified teachers with grade-level and content experience for academic classes</td>
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<tr>
<td>• Make key programmatic decisions, such as targeted student population and program duration, upfront</td>
<td>• Schedule the program to span five to six weeks</td>
<td>• Personalize recruitment of students and their families</td>
<td>• Incentivize educators to teach in the summer</td>
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<tr>
<td>• Meet regularly and plan for engaging academic and enrichment activities that meet students’ needs and interests</td>
<td>• Provide teachers with strategies for maximizing instructional time</td>
<td>• Follow up with enrollees before the program starts</td>
<td>• For enrichment classes, hire instructors with strong content expertise</td>
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<tr>
<td>• Engage in a continuous improvement process</td>
<td>• Ensure smooth site operations from Day 1</td>
<td>• Schedule academic instruction for three to four hours per day</td>
<td>• Train enrichment instructors in positive behavior management strategies</td>
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**Provide High-Quality Academic Instruction**

- Select curricula that are aligned to school-year standards and students’ needs
- Instruct in small classes or groups
- Hire special education teachers and staff to provide support to students with special needs
- Give teachers sufficient training and ongoing support

**Foster a Positive Summer Site Climate**

- Establish a positive behavior management policy that outlines expectations for students and adults
- Train all staff on the importance of positive adult engagement with students throughout the day — not only in classes
- Develop a clear, positive message about the summer site culture and ask staff to consistently convey it to students
- If resources allow, consider hiring staff to support positive student behavior

**Maximize Attendance**

- Establish firm enrollment deadlines and keep electronic student records
- Establish a clear attendance policy and track student-level attendance data
- Provide free meals and transportation
- If resources permit, provide field trips, prizes, and other incentives to attendees

**Strive for Cost Efficiencies**

- Capitalize on existing district experts and systems
- Hire staff based on projected daily attendance, not on the initial number of enrollees
- Adapt the school-year curricula for the summer
- Partner with community-based organizations to provide enrichment activities

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**Additional guidance on summer program planning**

**Additional guidance on academics**

**Additional guidance on student recruitment and a summer learning recruitment guide**

**Additional guidance on staffing**

**Additional guidance on curricula and on providing professional development**

**Additional guidance on site climate**

**Additional guidance on attendance and resources**

**Additional guidance on budgeting for summer and enrichment partnerships**

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**KEY:**

- Academics & Enrichment
- Student Recruitment & Attendance
- Staffing & Professional Development
- Site Climate
- Planning & Management

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