



WHO: School Readiness Providers

WHAT: School Readiness Attendance in the Statewide Provider Portal

WHEN: **March 2019-TBD**

The ELC's Finance team has received several provider calls regarding errors when trying to enter School Readiness attendance in the Statewide Provider Portal.

While the School Readiness function has been activated in the portal, **ELC Big Bend is NOT using this function at this time.** The ELC is currently working through the backlog of School Readiness child enrollments. Until these enrollments are entered, your School Readiness attendance will not be accurate and cannot be completed in the portal.

The ELC realizes that the transition to the portal has been challenging for our providers. We ask that you wait until we have updated all of your enrollments before you attempt to use the School Readiness attendance function. **Please continue to submit your School Readiness attendance workbooks until you receive further instruction from the ELC regarding entering School Readiness attendance in the Provider Portal.**