 **Notification of Exit from English Language**

 **Program Services**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade \_\_\_\_\_\_

**ACCESS for ELLs Testing Results:**

Overall Composite Proficiency Level Score \_\_\_\_\_\_\_ (1st through 12th grade)

(*Kindergarten Test*: Reading\_\_\_\_\_\_ Writing\_\_\_\_\_\_ Listening\_\_\_\_\_\_ Speaking\_\_\_\_\_\_)

Additional data considered if applicable: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear Parent or Guardian,

As you know, your child has been enrolled in our school’s English Language (EL) Program to improve his/her English language acquisition skills. Based on a recent review of ACCESS and other test results, we have determined that your child has reached the level of English language acquisition needed to transition out of EL services. Please know that although your child will no longer receive EL services, we will continue to monitor your child’s academic progress for two years to ensure that he/she continues to be successful in school.

Administrator/EL Contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_

Parent/Guardian \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_

**Retain in Student Permanent Record**