

**STAFFORD PUBLIC SCHOOLS**

**Stafford, Connecticut**

**PROGRAMS FOR LIMITED ENGLISH PROFICIENCY PROGRAMS**

Dear Parent/Guardian:

Your child, \_\_\_\_\_, has been identified as needing help to learn English. We have placed him/her in a (insert name of program) to help improve his/her English skills. He/she has been identified as a "Limited English Proficient/English Language Learner" student, and in need of help to learn English, because: (insert main reason).

Specifically, your child has the following levels of English language skills: (describe). We determined those levels in the following ways: (describe). The status of your child's academic achievement is: (describe).

Please see the attached page(s) for more specific information on the program we have chosen to improve your child's English skills.

We encourage you to become involved in your child's education. You can help him/her to learn English, achieve in his/her other academic classes and meet the same standards that all students are expected to meet.

The District will hold a regular meeting at least once a year for parents/guardians of English Learners, which we encourage you to attend. At this meeting we will help you understand the goals of your child's program and assist you in ways to help your child educationally. We are always ready to listen and respond to any questions and recommendations.

Please read the attached pages carefully. If you have any questions about your child's program, or if you would like to change your child's program, we would like you to speak with

\_\_\_\_\_.

Sincerely,

Building Principal

Copy to: ESL Teacher

