

Notification of ESL Program Placement

_____ **Initial Placement** _____ **Continuing Placement**

Name of Student: _____ Date: _____

Dear Parent(s) or Guardian:

We are pleased to inform you that your child will receive instruction in our district's ESL (English as a Second Language) program. This decision was based on your child's English proficiency test scores, level of academic achievement, and teacher recommendations.

Your child's level of English proficiency, as measured by the **ACCESS for ELLs** English Language Proficiency test, is _____. Based on the ACCESS test results, previous academic records and length of time in the U.S., your child has been placed in ESL level _____ class.

The goal of the district's ESL program is to help students develop the speaking, listening, reading and writing skills they need to meet grade-level academic standards:

- Students in Levels 1 and 2 receive more intensive instruction, with two ESL classes each day.
- Students in Levels 3 and 4 further develop skills needed to transition into regular English classes such as reading novels, writing essays, and preparing for standardized tests such as the SAT, HSPA, TOEFL.
- All ESL students receive specialized "sheltered" instruction in History.

ESL students also may be entitled to accommodations such as the use of bilingual dictionaries and extra time for assignments and tests. If your child has an Individualized Education Program (IEP), ESL objectives also will help meet the objectives of his or her IEP.

Although you may request to have your child removed from the ESL program, most students participate for a period of one or two years, and all are expected to graduate with a high school diploma. We consider a number of criteria in determining if a student no longer needs our ESL program services. These include: a minimum score of 4.5 on the ACCESS test, the student's performance in content classes and recommendations from teachers.

To decline ESL program services or to request more information, please contact: Arya Safa, ESL teacher (safa@nvnet.org), or Jim Buoye, Supervisor of World Languages, (buoye@nvnet.org).