**Notification of Exit from ESOL Services**

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

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

School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ACCESS for ELLs Testing Results:**

Composite Proficiency Level Score \_\_\_\_\_\_\_/ 6.0

(for *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 for Speakers of Other Languages (ESOL) Program in order to improve his/her English language skills.

Based on a recent review of ACCESS and other test results, we have determined that your child has reached the level of English needed in order to transition out of ESOL services. Please know that although your child will no longer receive ESOL classes, we will continue to monitor your child’s academic progress in order to ensure that he/she continues to be successful in school.

If you have any questions, please contact me by phone or email.

Best regards,

Administrator/ESOL Contact\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Retain in Student Permanent Record**