**Sample Letter – Student Exit from Alternative Language Program**

School District / Building: Principal:

Dear Parent / Guardian:

Thank you for supporting your child’s education and language acquisition process. We are happy to inform you that your child’s English proficiency, classroom performance and standardized assessment performance have met the criteria for ESL Program Exiting. This means that your child will no longer receive additional support, accommodations or English language instruction in coordination with the district’s ESL Program.

Your child will continue in his/her education as if he or she were a native speaker of English. However, because content language and content expectations become increasingly difficult with each grade level, your child’s academic performance will be monitored for two year. If your child’s future performance indicates that a current or formal language barrier is impending his/her performance, he or she will again become eligible to participate in the ESL Program.

We are proud of your child’s English language acquisition development. Learning a second language is not an easy task. If you have any questions regarding this new, exciting stage in your child’s educations, please feel free to call the school. Translation services are available upon request.

Sincerely,

Principal Date

**COPY- School COPY- Parent COPY- District**