

Nancy Highsmith
Principal



Melissa Thomas
Assistant Principal

Richmond Hill Primary School

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Dear Parent/Guardian:

At Richmond Hill Primary School, we believe that each learner has specific needs throughout their time here at our school. We are excited to share our plan for how we will meet each student's needs.

Research tells us that children come to school at different stages of development. They also process learning at different intervals. Instructional Focus time (IF) provides an opportunity for students to work on their specific learning needs. Our staff uses assessment data to determine those needs and then to match them with personnel within the building. You may hear your child talk about going to another teacher's room for a portion of the day because of this.

The support your child receives in IF time is in addition to the regular grade-level material. They may "flex" to another class every day of the week or just occasionally, depending on the need. We are confident that this support will yield a positive result as we prepare your child to meet the rigorous learning demands of our curriculum.

If you have questions regarding IF time or your child's specific learning needs, please contact your child's teacher. Thank you for partnering with us!

Sincerely,

A handwritten signature in black ink, appearing to read "N. Highsmith", written over a horizontal line.

Nancy Highsmith
Principal