

Woodbridge Township School District
September 18, 2015

Dear Parent or Guardian:

As required by Federal and State law, Woodbridge Township School District has established ESL (English as a Second Language) and Bilingual Programs. Your child _____ has been identified as being Limited English Proficient on the basis of our district's standardized language proficiency test. This test classifies students into five proficiency groups. According to the test results, your child falls into the group checked below:

1. _____ **Beginner**
2. _____ **Lower Intermediate**
3. _____ **Upper Intermediate**
4. _____ **Advanced**
5. _____ **Full English Proficiency**

Your child is a _____ new, _____ returning student and will receive the services checked below:

_____ ESL - English as a Second Language which will teach students the listening, speaking, reading and writing skills necessary for success in school. ESL classes are conducted for 30 minutes or one class period each day. Your child will usually spend the rest of his or her day in the regular classroom with the other students. Approximately one-third of our ESL students exit the program each year and the length of time most students spend in the program can vary from one to three years, depending on the student's individual progress.

_____ Bilingual - The Bilingual Program provides services in several different ways and Bilingual services are provided in addition to the ESL program. The type of program available to your child is checked below:

1. _____ Full-Time - Some Elementary School kindergarten students receive services in a full-time bilingual kindergarten taught by a certified teacher fluent in the native language and in English.
2. _____ Part-Time - Most Elementary students receive 90 minutes of instruction a day in English and Mathematics taught by a certified teacher fluent in both English and the native language.
3. _____ Extended ESL - Middle and High School students, and a few elementary school students receive extended ESL services for an additional class period each day in addition to their ESL classes.

The goal of all of our programs is to have your child exit from the ESL/Bilingual program, spend his or her entire day in the regular classroom, and make progress towards meeting high educational standards. Your child will be reevaluated at the end of each school year to determine if he or she is ready to exit from the program. Students who reach full English proficiency and are making acceptable progress in the classroom and towards meeting state academic standards will be recommended for exit from the program. We are happy to report that, in most years, all of our 12th grade ESL and Bilingual students graduate with their class. Students with learning or other disabilities may also be included in Bilingual and ESL programs and their needs will be accommodated by following their Individual Educational Programs.

You, as a parent or guardian, have the right to decline these services being offered to your child. This may be done before your child enters the ESL program. During the first three years of participation in the program, the student cannot be removed until the end of the school year. If you wish to remove your child, you must appeal for the approval from the County Superintendent. However, participation in this program will help your child succeed in school and your child's academic progress may be slowed should he or she not participate in this program. If you do not wish your child to participate in this program, please send a letter to your child's Principal or guidance counselor within 5 days of receiving this notice.

Please sign one copy of this notice below and return it to your child's school. By signing this notice, you are only saying that you have received and read the notice. This is not a permission slip, and you are not accepting or refusing any services by signing this notice.

Sincerely,

Parent's Signature: _____ Date: _____