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

Dear Parent/Guardian,

This letter is a reminder that you child will be taking the annual English Language Learner (ELL) language proficiency assessment, ACCESS For ELLs tomorrow. Please remember, this assessment will not in any way affect your child’s classroom grades. Please encourage your child to get plenty of rest and do their very best. This assessment will provide the school with important information as to your child’s progress with the English language and their acquisition of academic English language proficiency.

If you have any questions or concerns, please do not hesitate to let us know.

Sincerely,

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Guidance Counselor Phone Number