Sample Notification to Opt a Child Back into English Learner Programs or Services

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The following tool provides one example of a form that local education agencies (LEAs) could use to provide documentation when parents decide to opt their children back into English learner (EL) programs or particular EL services. This form would only be used if/when a parent revisited his or her initial decision to opt their child out of EL programs or particular EL services. The form would need to be provided in a language that the parent understands. The National Clearinghouse for English Language Acquisition does not guarantee the timeliness or completeness of material included. Schools and LEAs should check their state education agency’s (SEA’s) policies and federal guidance to ensure compliance.

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