

Sample Parent Notification Letter for Opt Out

Date

Dear Parent/Guardian of **student name**,

In an effort to notify parents/guardians of their child's reading and mathematics progress, schools are required to inform first, second, and third grade parents/guardians of whether or not their child is scoring at or above benchmark in each content area. At the request of a parent/guardian, your child has been excused from taking these assessments and therefore no scores will be reported. Please contact your child's school if you have any questions or concerns.

Sincerely,