**Insert Date**

Welcome to **School Name’s** ESS program!

Your child has been chosen to work with teachers in our Extended School Service (ESS) program! What is ESS? ESS is an aggressive, proactive program designed to “continue” the educational program of the regular classroom. The educational goals mirror those of the regular classroom.

Our team is made of certified public school teachers and staff who are experienced in using research base methods of instruction to support and clarify your child’s understanding of classroom instruction. Through ESS, we hope your child’s grades/K-PREP scores improve. We use constant monitoring to make sure we are addressing your child’s immediate needs to keep him/her working on grade level.

ESS objectives:

* Identify students in need of extended learning time.
* Provide interventions that have been shown effective with other children
* Monitor progress to determine if the interventions are working
* If an intervention is not working, then a different intervention needs to be used and monitored for effectiveness

You may consider the ESS teachers as in house tutors to assist the classroom teacher in your child’s success. Your child may meet with teachers a few times a week in the areas of reading and/or math. This will be determined by your child’s performance on district assessments, classroom work, and teacher observations. Once identified, your child will receive **insert time period** of ESS to keep him/her succeeding at the highest level.

Your involvement is critical! When families, schools, and communities work together, children are more successful! Your child will receive a progress report along with his/her report card to involve you in his/her progress.

Our school is excited to provide this extended school service for your child to help them be more successful in the classroom. Don’t hesitate to contact me if you have any questions.

 Sincerely,

 **Insert School Name** ESS School Coordinator