Dear Parents:

The Head Start Program screens all children for educational, developmental levels.

Your child’s teacher conducts the screen using the **Ages & Stages Questionnaires, Third Edition (ASQ-3)** Screening instrument to evaluate your child’s abilities in fine and gross motor, communication and learning. The teacher uses this information to determine what skills your child may need extra help with.

The screening of your child’s class is scheduled to begin _____________.

You will receive the results of the screen. If there is a concern in any area your permission will be requested to do further evaluation to determine if they need additional help. The Local Board of Education will conduct the evaluation.

You will be invited to a meeting to discuss the results of the evaluation and to assist us in making plans for your child for the rest of the school year. You are encouraged to attend this meeting, we cannot give your child additional services without your permission.

Yours truly,

Devin H. Smith
Specialist

Diana Avery
Specialist