



**The School District of Philadelphia**  
**OFFICE OF MULTILINGUAL CURRICULUM AND PROGRAMS**  
440 N. BROAD STREET  
SECOND FLOOR, SUITE 251  
PHILADELPHIA, PA 19130

LUCY FERIA  
*Deputy Chief*

Phone: (215) 400-4240  
Fax: (215) 400-4241

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Dear Parents of \_\_\_\_\_:

The School District of Philadelphia provides English language learning support for students in Grades 1-12 whose first language is not English. We offer a continuum of types of support to English learners. In schools with many English learners, one or more English as a Second Language (ESOL) teachers provide daily instruction in a full ESOL program. In ESOL class students receive instruction in speaking, understanding, reading, and writing English, and they are also oriented to the new school and the expectations in their various content classes. In schools with limited numbers of English learners, an itinerant teacher may provide ESOL class one or more days per week. In schools with very small numbers of English learners, tutors are assigned to work with the English learners one or more times per week for a few hours each visit; the tutors usually work with the English learners in their regular classroom, providing support as directed by the classroom teacher.

This year at your child's neighborhood school, \_\_\_\_\_, there will be only limited ESOL service because there were very few English learners. We would like to offer your child the opportunity to study next year in the following school (school name and address):

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This school has a full ESOL program and one or more full-time ESOL teachers. In this program, your child will have daily ESOL class for up to 120 minutes and, in addition, the ESOL teacher will be able to work closely every day with your child's classroom teacher to assist in planning and assessing your child. If you live 1.5 miles or more from the new school, the School District of Philadelphia will most likely be able to provide bus transportation to the new school.

You are not required to move your child to this new school; it is an option we want to offer you. It is important to note, however, that a full ESOL program would allow your child to progress much more quickly in English and, finally, to be successful in school.

If you are interested in having your child transferred to a new school with a full ESOL Program, please complete only the highlighted yellow parts on the enclosed transfer application and mail it to Mr. Kenneth Ramos at the above address. If you have any questions, please call the number above. We can arrange to have an interpreter available.

Best Regards,

Lucy Feria  
Deputy Chief  
Office of Multilingual Curriculum and Programs

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\* Translated versions of this document are available at: [www.philasd.org/offices/translation](http://www.philasd.org/offices/translation).