

Date:

Dear Parent(s):

Congratulations!

Your child, \_\_\_\_\_\_\_\_\_\_\_\_\_ has been participating in the STEPS Program. I have been monitoring your child’s progress, and I am pleased that he/she is ready to exit the STEPS program.

In the future, if you should have additional concerns about your child’s speech skills, please feel free to contact me. If needed, we can re-enroll your child in the STEPS Program for a brief refresher course.

Should you have any questions about your child’s dismissal from the STEPS Program, please feel free to contact me at \_\_\_\_\_\_\_\_\_\_\_\_\_.

Please sign and return the bottom half of this letter, so I will know that you are aware of the change.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Re: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child’s Name Date

\_\_\_\_\_\_\_\_\_ I agree that my child has achieved success in the STEPS Program and is ready to exit.

\_\_\_\_\_\_\_\_\_ I have further questions or concerns \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Parent(s) Signature