

[Replace Your School and/or District Logo]

Please note: This letter is one example that may be adapted for the local community. Results must be sent out within 45 days of testing completion (or sooner).

Dear Families and Caregivers,

I am writing to share an update about our early literacy universal screening for students in grades K-2. As part of a new California law (Education Code [Section 53008](#)), all public schools assess students' reading skills at least once a year to monitor progress and provide support as needed.

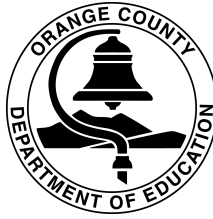
We recently completed this screening, and attached you will find a Family Report with your child's results. Early literacy screening is a quick and simple check-in that helps us understand how students are developing foundational reading skills. This is not a diagnosis of any kind, but rather a helpful tool to identify students who may need extra support and to guide instruction that meets their individual needs.

Our district uses [\[name of the screener with link\]](#), a research-based tool approved by the California Department of Education. The screener assesses key early literacy skills such as alphabet knowledge, phonemic awareness, word reading, reading comprehension, and rapid automatized naming.

[Optional: instead of the list above; update to match appropriate grade-level and screener information]

Alphabetic Knowledge	Students' familiarity with the names and sounds of letters and letter patterns.
Phonemic Awareness	Students' knowledge of individual sounds in language.
Word/Passage Reading	Students' ability to read words accurately and fluently.
Reading Comprehension	Students' ability to understand and make meaning of a text.
Rapid Automatized Naming	Students' ability to rapidly name a limited set of repeatedly presented known objects or letters.

Your child's Family Report will indicate whether their reading skills are **above benchmark**, **at benchmark**, **below benchmark**, or **well below benchmark**. If your child's results show **"below benchmark"** or **"well below benchmark,"** we will contact you within 30 school days to discuss next steps and how we can work together to support their reading development. You will have the opportunity to review the results with us and ask any questions you may have.



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Early literacy screening is an important tool in helping all children become confident, successful readers. We appreciate your partnership in supporting your child's learning. Please feel free to reach out to me with any questions.

Best,

[Principal]