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National School of Excellence

April 9, 2018

Dear 4<sup>th</sup> and 5<sup>th</sup> grade parents,

Your child will be entering 5<sup>th</sup> or 6<sup>th</sup> grade in the fall of 2018. I will soon begin the process of assigning students to homeroom classes for the 2018-2019 school year.

Before assignments are made, parents are welcome to send a letter or email me regarding specific needs of the child. Please trust that I take many factors into consideration when placing each child. We feel that all of our teachers are terrific; therefore, I ask that you not request specific teachers.

Please include any pertinent information regarding your child's needs that you think would be beneficial in guiding placement, such as:

- Special education needs
- Behavior concerns
- Conflicts with another student justifying separation of the students
- A close relationship of family or friendship between a teacher and a student's family

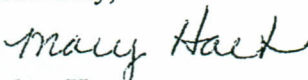
Your child's current teacher will also send me information regarding placement.

The deadline for submitting letters or email will be April 25, 2018. Please adhere to this deadline.

My email address is [mary.hart@stpsb.org](mailto:mary.hart@stpsb.org). If hand delivering or mailing a letter, mark the envelope Attn: Student Placement.

I look forward to a smooth transition into the 2018-2019 school year! Thanks for your support of our school and students!

Sincerely,

  
Mary Hart  
Principal

*Educating the Mind...Reaching the Heart!*