

### Notice of Teacher Status

School: \_\_\_\_\_ Date: \_\_\_\_\_  
(mm/dd/yyyy)

Dear Parent or Guardian:

Based on current education law, teachers must have earned State certification and licensure. State certification and licensure is the training required to be a teacher. Our school must tell you as soon as possible if your child will be taught or has been taught for four or more weeks in a row by a teacher that does not have this training. Currently the teacher assigned to your child's does not have this training. This letter has information about the training your child's current teacher does have.

For the next four or more weeks your child will be taught, or during the past four or more weeks, your child has been taught by \_\_\_\_\_ (*teacher's or teachers' names*) in the following class: \_\_\_\_\_ (*subject*).  
 \_\_\_\_\_ (*current teacher's name*) is the teacher currently assigned to teach your child.

- Your child's current teacher is a substitute and will continue to teach this class until \_\_\_\_\_ (*mm/dd/yyyy*).

Teacher certification and licensure information:

- Your child's current teacher does not currently meet State certification and licensing criteria for the grade levels, subject areas, or both in which the teacher is teaching.
- State certification and licensing has been waived (is not being required at this time) for this teacher for emergency reasons or temporarily.
- Your child's current teacher is involved in training, taking courses, or both to get State certification and licensing and will continue learning curriculum and instruction strategies related to their grade level and subject matter assignment.

Your child's current teacher has the following professional qualifications:

- Has a bachelor's degree (college degree) in \_\_\_\_\_ (*name of degree*) from \_\_\_\_\_ (*College/University and State.*)
- Is licensed or certified in the subject area(s): \_\_\_\_\_
- Is licensed or certified in the grade level(s): \_\_\_\_\_
- Has experience as a regular or substitute teacher in ours or another school district for \_\_\_\_\_ years.
- Has been provided information, training, or both about school and district policies and procedures.

In addition, all courses taught by substitute teachers are closely observed to make sure the education provided to your child is high quality. We are confident that your child's teacher has the professional training and experience needed to provide high quality instruction.

If you wish to request additional information or have any other questions about your child's education, please contact \_\_\_\_\_ (*name*) at \_\_\_\_\_ (*phone*).

Sincerely,

\_\_\_\_\_  
Name
Title

OFFICE USE ONLY			
Student ID #:	Date Distributed:		