### *<on school letterhead>*

[Date]

Re: Upcoming EQAO Assessment

Dear <*Parent or Guardian>*:

Between [date] and [date], your child will be taking part in the provincial Assessment of Reading, Writing and Mathematics, Primary Division (Grades 1–3) or Junior Division (Grades 4–6). These assessments, developed by Ontario teachers and assessment experts, are administered to all Grade 3 and Grade 6 students in Ontario’s publicly funded school system by the Education Quality and Accountability Office (EQAO).

Each assessment includes a language and mathematics component, along with a student questionnaire. During the assessment, students will complete four language sessions that range from 15 to 35 minutes each and four mathematics stages that each take about 30 minutes to complete. Each session or stage will be completed in one continuous sitting, and the sessions and stages may be administered throughout the administration dates.

Students will have the opportunity to become familiar with the types of questions on the online assessment and its platform through EQAO’s online sample test.

EQAO assessment questions are directly based on the expectations set out in *The Ontario Curriculum* for reading, writing and mathematics, which are what teachers teach in the classroom every day. Therefore, your child does not need to prepare in any special way. Students will complete the assessment in their regular classrooms with their current teachers and are simply encouraged to do their best and show what they know.

In the fall, EQAO will share individual reports for all our students. Your child’s results are private and will give you an indication of their achievement in relation to Ontario’s provincial standard. The standard, or Level 3, represents the range from B– to B+. Meeting the standard means your child has a solid grasp of the required knowledge and skills, which is a good indication that they will be ready for the next grade. The results of the assessment do not affect your child’s grades or report card in any way.

For more information about EQAO and to view a sample test, visit EQAO’s website, [www.eqao.com](file:///C:/Users/KaanN/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/KUB7I67D/www.eqao.com).

If you have any questions or concerns, please contact me or your child’s teacher.

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(Principal’s signature)