

# Dyslexia Core Assessment

## Sample At-Risk Letter Following School-Based Screening

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Pursuant to R.S. 17:392.11 and *Bulletin 1903 - Louisiana Handbook for Students with Dyslexia*, Local Education Agencies (LEAs) are required to notify parents or guardians within thirty days when a student is identified as at risk for dyslexia. This notification must inform parents of the at-risk determination; clearly state that the dyslexia screener is not a diagnostic instrument and is used solely to determine whether a student may be at risk for dyslexia; and advise parents of their rights under R.S. 17:392.11, including the option to request a Dyslexia Core Assessment. Parents must be informed that the core assessment may be administered either by the school or by a Louisiana Department of Education (LDOE) approved vendor or professional. The notification must also include an updated list of LDOE-approved vendors and professionals authorized to administer the core assessment, and must inform parents that funding may be available to defray costs incurred through selecting a non-school vendor or professional to complete the core assessment.

This sample at-risk letter is intended to serve as a guide and includes information that schools may wish to communicate to parents regarding the Dyslexia Core Assessment Program. Schools should ensure that parents are notified in accordance with applicable state law and policy including required timelines. Schools are not required to use this specific letter and may continue to utilize an at-risk notification letter of their choosing that includes all of the following required elements:

- a statement detailing the parent/ legal guardian's rights pursuant to R.S. 17:392.11, including the right to request that a core assessment for the diagnosis of dyslexia be administered either by the school or by a vendor or professional approved by the department;
- a clear statement that the dyslexia screener is not a diagnostic instrument and is used solely to determine whether a student is at risk for dyslexia;
- an updated list of department-approved vendors and professionals authorized to administer the core assessment;
- a statement guiding parents to potentially available funds to offset the cost of the core assessment if personally incurred;
- a statement or section dedicated to directing parents to resources available through the department website that is specific to dyslexia.

For further guidance on the required element of this notification, please reference the Dyslexia Core Assessment Notification Guidance document located on the Dyslexia Core Assessment Support Program under Communication Tools.

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Student Name: \_\_\_\_\_

LASID Number: \_\_\_\_\_

Dear Parent/ Guardian,

As part of Louisiana’s required literacy screening process, \_\_\_\_\_ recently participated in the state mandated dyslexia screener. We are writing to inform you that based on the screening data

reviewed, \_\_\_\_\_ has been identified as at risk for dyslexia. It is important to understand that the dyslexia screener is not a diagnostic test. Under R.S. 17:392.11, this screener is used solely to determine whether a student may be at risk for dyslexia. A diagnostic determination can only be made through a core assessment.

Pursuant to Act 517 of the 2024 Regular Session and *Bulletin 1903 - Louisiana Handbook for Students with Dyslexia*, parents of students identified as at risk for dyslexia may request a core assessment for the diagnosis of dyslexia. If you choose to request this assessment, you may select either the school or a vendor or professional approved by the Louisiana Department of Education (LDOE) to administer the core assessment. If you request that the school conduct the core assessment, it must be completed within 30 business days and at no cost to you. If you choose an approved vendor or professional, the LDOE provides a reimbursement of up to \$500 of the cost of the assessment in accordance with R.S. 17:392.11(C)(3).

Louisiana requires that schools provide families with an [updated list](#) of department-approved vendors and professionals who are authorized to administer the core assessment. If you would like to request a Dyslexia Core Assessment or would like more information about the process, please visit the [Louisiana Dyslexia Core Assessment Support Program webpage](#).

We are committed to supporting your child’s literacy development and ensuring you have clear information about the process.

Sincerely,

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