



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

September 20, 2017

[REDACTED]

RE: Letter of Response for Grievance filed

Dear [REDACTED]

This letter is in reference to concerns that were brought to the attention of DCPS on September 6, 2017 regarding your daughter [REDACTED]. Specifically, *your concern with not being able to enter the school building with your daughter prior to 8:30 am.*

In response, DCPS conducted an investigation which included speaking with you and persons identified as relevant. Based on that investigation, DCPS found the following:

- On [REDACTED] a letter was sent to all [REDACTED] parents identifying the 8:30am arrival time for students and the option for registration in [REDACTED] free before care program, which begins at 8am. The [REDACTED] handbook identifies 8:30am as the arrival time for all [REDACTED] students on page [REDACTED]

In order to address these issues, DCPS implemented the following measures:

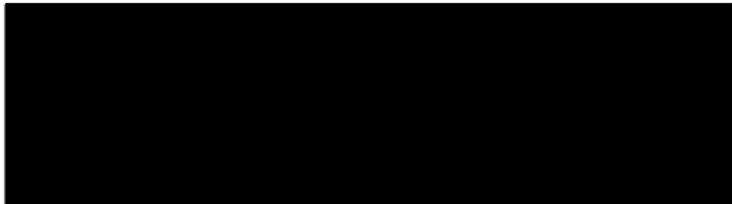
- A meeting was held with you, Assistant Principal [REDACTED] and Behavioral Tech [REDACTED] on [REDACTED] [REDACTED] to address your concerns and present the option of [REDACTED] free before care program. In this meeting, you indicated you were going to transfer your daughter out of [REDACTED]
- DCPS offered mediation [REDACTED] with you, Principa [REDACTED] and a central office representative from the Grievance team. (*Note* during the telephone call you informed DCPS that you would be withdrawing your daughter from [REDACTED] and enrolling her in a charter school*). In accordance to DCMR A-2103.5, failure to inform DCPS of the school you enroll [REDACTED] in will result in the agency filing truancy after 10 consecutive unexcused absences.
- DCPS mailed the before care application form to your address of record

If you are not satisfied with the outcome of this investigation, you have the right to file an appeal within 10 calendar days of receipt of this letter. The appeal must be submitted in writing. Appeal requests may be submitted via U.S. Postal Mail to 1200 First St., 9th Floor; Attn: Resolution Grievance Division or via email at dcps.grievance@dc.gov. You may also contact the U.S. Department of Education, Office on Civil Rights (1-800-421-3481) to report any educational discrimination on the basis of race, sex, disability, etc.

If you have further questions or concerns about this letter or other issues, please do not hesitate to contact us at dcps.grievance@dc.gov or 202.442.5405. Thank you for taking steps to making DCPS a safe and welcoming environment.

[REDACTED]





SY [redacted] Before Care Application

Directions: Please complete this application to enroll your child in [redacted] Before care at [redacted] runs daily from 8:00 am – 8:30 am. In the event there is inclement weather and school has a delayed opening before care will be cancelled.

Students enrolled in [redacted] Before Care:

Student(s) Name:	Grade Level for [redacted]

Parent(s)/Guardian(s) Information:

Parent(s)/Guardian(s) Name

Date

Employer

Employer Address Line 1

Phone Number

Employer Address Line 2

Zip Code

Please circle the days your child/children will REGULARLY attend before care:

M

Tu

W

Th

F

Please initial the following statements:

_____ I understand that my child is expected to attend [redacted] Before Care at 8:00 am.

_____ I understand that my child should enter through the main entrance for before care and proceed straight to the cafeteria.

_____ I understand that if my child's behavior is not in alignment with expectations for student behavior during school hours I may be asked to withdraw my child from before care at [redacted]

_____ I understand that [redacted] Before Care will not be responsible for my child's lost or misplaced items.

I understand all statements above and I commit to sending my child to Before care at [redacted] on a regular basis.

Parent's Signature

Date