



Alternative Education
2751 Lake Stanley Road.
Orlando, Florida 32818
Phone: (407) 245-1555
Fax: (407) 245-1561

Dear Parents/ Guardians of Released Students:

According to the policy and procedure set forth by the Florida Department of Education and the Florida Department of Juvenile Justice, **all students** detained in a detention facility are required to participate in an appropriate educational program. Orange County Public Schools' Alternative Education Department has provided the academic services for your child at the Orange Regional Juvenile Detention Center (ORJDC).

When your child was enrolled into the School Department of ORJDC, they were also withdrawn from their last school of attendance. It is your responsibility to accompany your child to the last school of attendance on the next school day (after their release) for re-enrollment. Please contact the last school of attendance for the list of documents required for re-enrollment.

The school department of ORJDC will provide withdrawal grades to the last school of attendance. If the last school of attendance has not received these grades, you will need to contact ORJDC's School Department and request the student's withdrawal grades at 407-897-2800 ext. 111.

If you have any additional transition questions/concerns, please contact:

Judy Lankford, Transition Specialist	(407) 245-1555 ext. 6342450	Judy.Lankford@ocps.net
Hope Sims, Transition Counselor	(407) 245-1555 ext. 6342448	Hope.Sims@ocps.net
Dr. Reneesa Williams, Lead Instructor	(407) 897-2800 ext. 126	Reneesa.Williams@ocps.net

Thank-you in advance for your contribution to the re-enrollment process of your child.

Sincerely,

William Tovine, Principal

Date/Mod: _____

Student Signature: _____

"If all children had a safe harbor, none would be at risk."

The Orange County School Board is an Equal Opportunity Employer.