



*Duncan U. Fletcher High School*  
700 Seagate Avenue Phone (904)247-5905  
Neptune Beach, Florida 32266

Dean Ledford  
Principal

November 8, 2018

Dear Parents/Guardians:

This letter is to inform you that there will be a trained service dog in our school assisting one of our students. The service animal will begin attending on November 26, 2018.

Service animals are individually trained to do work or perform tasks for the benefit of a child with a disability, including, but not limited to, retrieving items, assisting an individual during a seizure, providing assistance with balance and stability, etc... The Americans with Disabilities Act (ADA) and Title II Regulations entitle the student to have a service animal accompany him/her in all areas where members of the public are allowed to go. Students in the classroom will be instructed as to the proper procedure regarding the service animal, that the animal is 'working' and not a pet while at school. School staff will help the students learn how the service animal will be integrated into the daily routines of the class.

Thank you for your understanding and support. Should you have any questions or concerns, please contact me at 904-247-5905.

Sincerely,

A handwritten signature in cursive script that reads "Kristin Archon".

Kristin Archon  
Assistant Principal