

SAMPLE PARENT LETTER

RE: Inclusive Practices

Dear Parent,

At insert name of childcare program here we believe that children learn and grow best when parents, teachers, school administrators, and therapists plan and work together. In order to better serve your child and your family, we request that insert name of childcare program here be a part of all aspects of your child's education.

Please share your child's IFSP or IEP with your child's classroom teacher. Your child will benefit if the classroom teacher is well informed about your child's development. Additionally, please invite a representative from insert name of childcare program here, usually the classroom teacher, to all IFSP or IEP meetings. Your child's teacher is an important part of your child's educational team.

All records of your child's IEP or IFSP as well as any meeting records will be kept strictly confidential. Only your child's teacher and the center director will have access to your child's documents.

Thank you for trusting us with the care and education of insert child's name here.