Dear [Teacher's Name],

I hope this message finds you well. My name is [**Your Name**], and I am the [**parent/guardian**] of [**Child's Name**], who will be joining your class this year. I wanted to provide you with some important information about [**Child's Name**] to ensure they have a successful and positive experience in your class.

Interests and Hobbies: [Briefly describe what your child enjoys, such as sports, arts, reading, etc.]

- **Needs/Strengths:** [Highlight your child's strengths or talents, such as problem-solving skills, creativity, or enthusiasm for a particular subject.]
- **Support Needs:** [Outline any support your child may require, such as physical accommodations, modified assignments, or additional time for tasks.]

Accommodations and Strategies in addition to those in the IEP:

- **Accommodations:** [Detail any classroom accommodations that would be beneficial, such as preferential seating, extended time on tests, or access to additional resources.]
- **Effective Strategies:** [Share any strategies or techniques that have been successful in supporting your child's learning and participation.]



Massachusetts Advocates for Children

Goals and Collaboration:

- **Goals for This Year:** [Share any specific goals you have for your child this year, such as improving social skills, academic progress, or self-advocacy.]
- **Open Communication:** [Express your willingness to collaborate and communicate regularly to address any concerns or adjust strategies as needed. Indicate how you prefer to be contacted (phone/email/school/ platform/text)]

We are excited about the upcoming school year and believe that with your support, [**Child's Name**] will thrive in your classroom. Please feel free to reach out if you need additional information or have any questions.

Thank you for your attention and understanding. We look forward to working together to make this a wonderful year for [**Child's Name**].

Best regards,
[Your Name]
[Your Contact Information]

Massachusetts Advocates for Children

