**Sample Parent Letter**

Dear Families,

The COVID-19 pandemic forced us to educate students in new ways. Most students will enter schools for in-person instruction this year. All students will have unfinished learning. The services the school provides to support all students will be enough for many students. Students experiencing disability may need more supports. It is important they receive the services they need to continue making progress. The purpose of this letter is to inform families about their options for discussing Individualized COVID-19 Recovery Services with their IEP team.

Please review the options below and select the option that works best for your child. If you have additional questions, please contact **[ Name ]**. Please return this form to **[ Name ]** by **[ Date ]**.

Regards,

**Individualized COVID-19 Recovery Services**

 ☐ I would like to schedule an IEP meeting to discuss if my child is eligible to receive Individualized COVID-19 Recovery Services.

 ☐ I would like to wait for further information on my child’s progress before meeting to discuss possible Individualized COVID-19 Recovery Services.

| Student Name: |  |  | School: |  |
| --- | --- | --- | --- | --- |
| Student D.O.B.: |  |  | District: |  |
| Parent Signature: |  |  | Date: |  |