

SAMPLE LETTER TO SCHOOL REQUESTING THE RIGHT TEACHER FOR YOUR CHILD NEXT YEAR

(substitute what is bold and underlined)

**Date**

**Name of Principal**

**Name of School**

Dear \_\_\_\_\_

Thank you for your support during this last school year.

We are writing to request your help in placement for (**CHILD'S NAME**) for the next school year.

We are not asking for any special schedules or programs at this time for our child. We are looking for a very thoughtful selection for the (**GRADE**) grade teacher. (**CHILD'S NAME**) will thrive with a teacher who is structured and patient with (**HIM OR HER**) and will seek to educate in a visual manner. (**CHILD'S NAME**) is a very sensitive child and does not do well with those in authority that yell or raise their voice.

We need a very structured classroom, a very patient teacher that presents material in a creative way that resonates with our child. Someone who will take the time to try different visual ways to teach some of the concepts, especially in Math that my child might have difficulty with. If we could have positive communication regarding homework in areas that need more focus, as well as possible strategies that we could use at home, this would be extremely beneficial.

We do realize that you have a heavy burden of ensuring the academic success of every one of your students. We appreciate the extra thought and care in ensuring that our child is placed in an environment where (**SHE OR HER**) continues to love school and builds upon (**HIS OR HER**) true thirst for knowledge.

We feel strongly that providing (**HIM OR HER**) with the right educational environment and support will ensure she continues to progress throughout her academic career when higher order processing is required.

**Parent's Name**