

DATE

To (School Psychologist, Social Worker) and (Principal, Vice Principals),

I am requesting an initial IEP evaluation for my son, NAME, to be held as soon as possible. He was diagnosed with (or suspect he may have) \_\_\_\_\_ on DATE. We would like to explore the ways in which his \_\_\_\_\_ is impacting his access to the Least Restrictive Environment. We believe the possible accommodations and modifications of an IEP, along with potential SAI supports, will be essential for his school success, given the academic and social-emotional learning demands of \_\_\_\_ grade.

SON's \_\_\_\_\_ impacts his access to LRE and has an educational impact on his ability to \_\_\_\_\_. We request an assessment plan be developed to explore ways to address these needs.

We will look forward to your response to set up the meeting as soon as possible.

Thank you,