

Hello,

Happy New School Year. I know things are about to get busy with the school year starting, so I wanted to pop into your inbox before the school year kicks off.

I thought I would just take the chance to introduce myself, and my daughter (name), as I'm excited to see that (name) has you as a teacher this year.

ADD ANY DETAILS OF DIAGNOSES, ADDITIONAL NEEDS & DISABILITY HERE.

I just wanted to give you a quick insight to (name) to help make her learning with you as productive and enjoyable as possible. (name) is diagnosed with Inattentive ADHD and also social and generalised anxiety. She is medicated for ADHD during school days and generally copes really well with it. She takes her medication before school, but you may notice in the afternoon she starts to daydream and lacks attention as the medication starts to wear off.

ADD ANY DETAILS ABOUT MEDICATION THEY NEED TO KNOW HERE.

(name) does struggle with reading, or more so comprehending, large bodies of text. She copes better with verbal instructions, or if she is given text in bite-size pieces. I am always happy to help at home (and read any text to her, or explain things over to her if needed), and am just an email away.

Due to (name) anxiety, and as a learned coping mechanism for her disability, she will try to fly under the radar and not draw attention to herself. She doesn't like to ask for help, but as she gets more confident and settles into class, she will hopefully seek support more confidently.

ADD IN ANY LEARNED WAYS YOU KNOW WORK TO SUPPORT YOUR CHILD HERE.

Some things that have worked in the past have been, extra time for assignments or tests, or extra explanations. Other teachers have found moving her to the front of the classroom helps retain her attention, and also helps her process information better.

(name) is a great kid, and while learning can be challenging for her, she does generally try her best within her abilities. We're really proud of her effort and application in class, and believe she'll be a great addition to any class.

ADD IN ANY WAY YOU CAN HELP HERE.

Outside of school we have a support team who are always happy to help, and again, my husband and I are happy to help in any way we can (we know you teach a lot of students and have high demands in your role), so please reach out if there is anything you need from us. The best way to contact me is via X.

I hope you have a great start to the year,
YOUR NAME