

[District Letterhead]

Date: _____

To: Parent/Guardian of _____ **(Student Name)**

Dear Parent/Guardian,

This letter is regarding your child, [STUDENT NAME].

In [SCHOOL YEAR], you elected to enroll him/her at:

Private School Name: _____

Private School Address: _____

Since [DATE], your child has not been enrolled in a District public school. Because the District did not place your child in private school, and you have not requested a return to public school, your child is considered a *parentally placed private school student*.

What This Means for Your Child

- **Students in private school do not automatically continue to receive special education services through an IEP as they would in public school.**
- **Students may be eligible for limited support through an Individual Services Plan (ISP).**
- **ISP services are provided differently than in public school and may not match the full range of IEP services available in a District program.**

Your Options

If you would like your child to return to public school:

- **Contact the District at any time.**
- **With your written consent, the District will prepare an assessment plan and convene an IEP team meeting to review placement and services.**

If your child remains in private school:

- **He/she may be considered for limited services through an ISP, depending on eligibility and available resources.**
- **He/she can continue receiving services through an ISP depending on eligibility and available resources.**

How We Can Support You

If you would like to learn more about ISP services, continue with an existing ISP, or explore the option of returning your child to public school, please contact:

Staff Contact Name: _____

Title/Role: _____

Phone Number: _____

Email: _____

If we do not hear from you, we will assume you plan to continue your child's enrollment in private school without ISP services.

We are here to answer your questions and to support you in making the decision that best meets your child's needs. Please do not hesitate to reach out.

Sincerely,

[Staff Name]

[Title]

[Contact Information]