

Sample Letter / Modelo de Carta

Date (Fecha): _____

Dear (Estimado): _____ School District (District Escolar)

_____ I would like to refer my child for a special educational assessment.
(Me gustaría referir a mi niño/a para una evaluación para servicios de educación especial.)

_____ I would like to refer my child for speech evaluation.
(Me gustaría referir a mi niño/a para una evaluación del habla.)

I am concerned about my child's development in the following areas:
(Me preocupa el desarrollo de mi niño/a en las siguientes áreas:)

Here you can explain your concerns and provide information to support those concerns. If you have diagnoses or records from resources such as a doctor, therapist or social worker, mention them here.

Also describe how your child is using and understanding language.

- **How many words does your child have?**
- **How are they expressing their needs and wants? (Pointing, leading by hand, gesturing)**
- **What percentage of the time do strangers understand them?**
- **Do they repeat words? Leave out beginning or ending sounds?**
- **Do they have opportunities to play with children their own age?**
- **Are they understanding simple directions?**

Example / Ejemplo

My child is only saying about 25 words. He points to what he wants or will take me to it. Strangers understand what he wants only about 25% of the time.

We have been attending a First 5 parent/child class for the past 4 months and have not seen progress in his expressive language. He is getting very frustrated and is crying because I cannot understand what he wants.

Mi niño solo dice unas 25 palabras. Señala lo que quiere o me lleva a lo que quiere. Las personas le entienden lo que quiere solo el 25% del tiempo.

Hemos estado asistiendo a una clase de los primeros 5 durante los últimos 4 meses y no hemos visto el progreso en su lenguaje expresivo. Él se pone muy frustrado y llora porque no puedo entender lo que quiere.

Child's Name: _____ Child's Birthdate: _____
(Nombre del Niño/a) (Fecha de Nacimiento del niño/a)

My Address/(Mi Dirección/Domicilio): _____

My Phone Number(s)/(Mi(s) Número(s) de Teléfono): _____

Relation to Child
(Parentesco)

Primary language spoken in the home
(El idioma principal que usted habla en su hogar)

Signature
(Firma)

Print your name on the above line. (Escriba su nombre en letra de molde encima de esta línea.)

Please contact me as soon as possible. Thank you! (Por favor de contactarme los mas pronto possible. Gracias!)

Submit letter in person and give to school principal or special education department at your school district.