



# Clark County Family Services

## School Introduction Letter

*(Optional Letter to be Provided to each School Administrators/School Staff Below When Child is Placed in Your Home)*

Dear Principal, Assistant Principals, Foster Care Advocate, Counselor, Social Worker, and School Registrar,

***My name is \_\_\_\_\_ and I am the Caregiver for \_\_\_\_\_ (my child), a child placed in foster care. It was determined that my child should be placed at or continue at your school. Attached is the Placement Notification Letter with important information including that my child is placed in foster care, that my child is placed in my care/home, and with contact information for me and my child's caseworker. Please update your records in my child's school file and in Infinite Campus with this information so I can be contacted for issues along with my child's Education Decision Maker (EDM) and Clark County Family Services Caseworker.***

While I am unable to disclose the reason why my child is in foster care due to the sensitive nature of what they have experienced, they may have been abruptly removed from their biological/foster parents, siblings, neighborhood friends, and other community members. Children in foster care are healing from trauma, abuse and/or neglect and may exhibit difficult behavior on campus at this time. *Keeping my child in school and giving them a little extra time, attention, and understanding at this difficult time can make big difference and help them feel accepted rather than rejected at this difficult time in their life.*

***My child's EDM, Caseworker, and I are important people in my child's education team. Their EDM's/Caseworker's contact information is in Infinite Campus and/or in the Placement Notification Letter. We are respectfully requesting you provide us with the following timely information so that we can help you and my child with necessary support:***

- ***When my child has a particularly tough day***
- ***If you see my child start to display a pattern of behavior***
- ***Details of any incident/the Incident Report completed as soon as possible for any incident leading to a parent conference or to an out of school placement. Please let us what behaviors my child exhibited during the incident so we can provide support and follow up.***
- ***Date and Time of any important education meetings including IEP, 504, Academic Plan, and disciplinary meeting including the mandatory Foster Care Discipline Meeting if my child is suspended or is recommended for an out-of-school placement***

***Additionally, should my child display difficult behaviors that need addressing, please consider allowing my child to participate in on-campus consequences before sending them home unless they are an immediate safety concern to school staff, students, or themselves. My child may be acting up to be removed from school purposely and/or being sent home from school can feel like another rejection.***

***I would also appreciate being introduced to your Foster Care Advocate and/or any school staff who will be specifically working with my child/children in foster care so we can work together.***

Thank you for making school a place where my child can feel safe, welcomed, and like any other child.

Regards,

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