*Note to those using this example letter:   
Below are a few questions which are meant to address concerns for kids who have unique developmental or medical concerns. Pick and choose the ones relevant to you, modify as needed, and add in more questions if you have them. I’m 100% sure these do not cover all situations, but I’m hoping these give you a structure to start with to make these discussions feel less overwhelming. I’ve personally found that it helps to start the note by (1) recognizing them/their loved ones, and (2) reminding them who my child is as a full person and not just their diagnosis. I also try to end my notes with abundant gratitude for their time, realizing they are fielding a lot of questions for a lot of families right now.*

[Name of Doctor/Medical Professional],  
  
I hope you and your loved ones are doing well and staying healthy. [Write a short statement about your family, what you have been doing to stay safe, and remind them who you are so they connect with you as a real person. Example: We are, like most people, taking a lot of precautions these days and staying mostly at home other than walks/bike rides and the occasional appointment. My daughter [name] is loving her adapted trike! You won't know her the next time you see her - she is growing up so fast! Her favorite past times are putting on bright blue eye shadow, dancing, and reading the Babysitters Club books. ]  
  
I would appreciate your guidance re: how you are thinking about kids who have [Name of Condition] and the risk of attending school in person. Specific questions I have are:

* Are there additional short- or long-term risks for people who have [Name of Condition] when they contract COVID-19?
* Are you aware of any research being done in relation to COVID-19 that could help answer the question of increased risk for people who have [Name of Condition]?
* If we choose to send our child to school in person, do you have recommendations for additional measures we should take to keep our child safe?
* In my child’s specific case, understanding [his/her] unique needs, would you be concerned if we did choose to send [him/her] to school in person?
* How should I think about sending other children in my household to school in person if we keep [Child with the condition’s Name] home?

To give you some background on our school district’s plans, the following are the options we have. [Write a short statement about the options your district is providing and any challenges your family would have with what is available. Example: Our district is offering both in person and learn at home options. In person would be 5 days a week for the full school day and the school has committed to 3ft distancing in the classroom. While the at home option feels safer health-wise, learning in person is a better match for how my child learns, and it’s not clear how well learning supports will be given for those choosing to learn at home. Thankfully my husband and I have flexibility to work from home, but it would be a challenge to support our kids’ learning without additional help since they are still young.]  
  
Thanks for any guidance or research you can share. We appreciate you, as always.  
  
[Your Name Here]