

Follow-Up Letter for Special Education Program Participation

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title/Position]

[School/Organization Name]

[School/Organization Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up regarding my previous communication about my child, [Child's Name], and their participation in the special education program at [School/Organization Name].

As discussed, we believe that [Child's Name] would benefit greatly from the resources and support offered in the program. We are eager to hear any updates regarding the application process or further steps we need to take.

Thank you for your attention to this matter. We appreciate your ongoing support and commitment to helping children with special needs succeed.

Looking forward to your response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]