

 Date:

Dear Parent,

This letter is to inform you that your child was identified by their teacher as not meeting expectations with beginning Kindergarten handwriting. To better assess their handwriting skills The Screener of Handwriting Proficiency for Kindergarten Aged Children was administered by a Registered Occupational Therapist. The Screener of Handwriting Proficiency is designed for educators and specialists to help assess critical and measurable skills that students need for handwriting success. The Screener is a quick and easy tool,that is designed to get valuable performance outcomes and to plan for intervention.

The expected score for handwriting at the beginning of Kindergarten is 61%. Your child scored below expectation in handwriting (please see report attached).

Based on the Screener, your child could benefit from more focus on handwriting instruction. They have met the criteria to participate in a 20 minute handwriting group led by an occupational therapy assistant 1x/week for 20 minutes. The instruction will focus on improving the memory, formation, orientation, and placement of capital and lower case letters and numbers. Your child will be removed from the classroom during handwriting time to avoid missing core classroom instruction.

The handwriting group will start the week of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. A handwriting folder will be sent home with your child each week with practice pages. Please watch your child complete the worksheet to ensure proper formation of letters.

**If you are interested in having your child participate in this group and will practice handwriting with your child at home, please check and sign below. Return with folder to school.**

**\_\_\_\_ Yes, I would like my child \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_to participate in the handwriting group**

**\_\_\_\_ No, I do not want my child \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_to participate in the handwriting group**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent Signature**

Thank you for your time, we look forward to working with your child. If you have any questions, please contact me at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Professionally,

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