

SAMPLE LETTER TO BE SENT HOME TO PARENTS/ GUARDIANS

Date

Dear Parents:

Our community has suffered a great tragedy with the death of _____.

This has been a difficult time for our students, faculty and staff.

We took time to speak with your children this morning about these tragic events and were able to write notes and letters to the families of _____. As the day has progressed we have gone back to a normal school day schedule, but will also continue to provide support and care to your child if he or she should have difficulty throughout the day.

_____’s death brings up many questions for our students about life, death and grieving. This would be a good opportunity to share with your child your beliefs about death and dying and offer support in the midst of his or her grief. As you are aware, we are a small, close-knit community, and _____’s death impacts all of us, even those who may not have been close to him.

Your child may experience difficulty eating or sleeping. He or she may also experience nightmares and fears about personal safety. Likewise, your student may experience difficulty in concentration and be more sensitive than usual. These are normal effects of grief and should pass within a short while. If these symptoms are intense and last for a long period of time, please let us know.

The Amelia Center is available and provides a place of hope for grieving children, parents and families. The Amelia Center offers individual and family counseling and support groups at no set fee. If you have any questions or would like to set up an appointment, you may contact them at (205) 638-7481. Find out more at www.ameliacenter.org. The Amelia Center is a department of Children’s of Alabama and a United Way of Central Alabama agency.

We will let you know about funeral or memorial service plans as they become available.

Sincerely,

Principal