

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Teacher's Name]  
[School's Name]  
[School's Address]  
[City, State, Zip Code]

Dear [Teacher's Name],

I hope this message finds you well. I am writing to discuss potential classroom adaptations for my child, [Child's Name], who has been diagnosed with dyslexia.

To support [Child's Name]'s learning and ensure they can thrive in the classroom, I would like to propose the following adaptations:

1. **\*\*Extended Time on Assignments and Tests:\*\*** Allowing additional time can relieve pressure and improve [Child's Name]'s performance.
2. **\*\*Use of Text-to-Speech Software:\*\*** This can help [Child's Name] comprehend reading materials more effectively.
3. **\*\*Access to Audiobooks:\*\*** Providing audiobooks would offer an alternative way for [Child's Name] to engage with literature.
4. **\*\*Visual Aids and Graphic Organizers:\*\*** These tools can assist in the organization and presentation of information.
5. **\*\*Modified Assignments:\*\*** Simplifying tasks or breaking them down into smaller parts can make learning more manageable.

I believe these adaptations will create a more inclusive learning environment, allowing [Child's Name] to focus on building their skills and confidence. I am open to discussing these suggestions further and exploring additional options that may be beneficial.

Thank you for your attention to this matter. I look forward to working together to support [Child's Name]'s educational journey.

Sincerely,

[Your Name]

[Your Relationship to Child, e.g., Parent/Guardian]