

Your Name and Address

Date

School District or Charter School's Name and Address

EXAMPLE:

Spring Branch ISD – Special Education Department
2100 Shadowdale Drive
Houston, Texas 77043

Or Email joni.warren@springbranchisd.com or the principal at your school

Re: Parent Request to promote student safety under Texas Education Code Section 29.022

To Whom This May Concern:

I am a parent of a student receiving special education services at _____ School. My child is _____ and in the _____ program.

This is my formal written request for equipment, including video cameras and audio recording devices, to be placed in the classrooms in each school in the district or each charter school campus in which my child receives special education services in a self-contained classroom.

Sincerely,
