Dear ________________ ,

The grown-ups of the team welcome you. We are happy you are going to come visit us. We like to tell children what they will be doing and what it will be like here when they visit us. When you come here, you will see toys and a children’s computer in the waiting room.

Sometimes children get to go with an adult to use the computer in another room, to draw pictures, and to talk. At the end of doing these things, children get a small gift.

Other times, children come with their family into a room where all the grown-ups talk about how to make things better. There are toys in this room too.

People on our team help children with learning and with their feelings at home and school. All the grown-ups are going to work together to help you. See if you can think of something you’d like to change, or something that might make you happier. If you can think of something, we’d like to know about it. Your family is a part of the team and we will all work together for you.

Most children have a pretty good time here. We want your time to be good here, too.

Your Team,