**Subject:** Request for Extended School Year (ESY) Services and Appropriate Instructional Support for STUDENT NAME

Dear [Recipient’s Name],

We are formally requesting Extended School Year (ESY) services for our son/daughter, STUDENT a GRADE student who, at ## years old, continues to struggle significantly with reading. STUDENT falls within the "well below basic" and "high risk" percentile range in both subjects, despite receiving special education interventions through the school district for several years.

Recent independent evaluations strongly indicate a high probability of dyslexia. Given this, STUDENT requires—and is entitled to—intensive, explicit, systematic, and evidence-based structured literacy instruction delivered by a highly trained dyslexia specialist. Since this methodology is critical to her educational progress, it must be explicitly outlined in her IEP.

STUDENT’s inability to acquire foundational reading and math skills prevents her from accessing her education in a meaningful way. Furthermore, the emotional toll of falling behind her peers as she transitions into junior high is a significant concern. Based on her past and current district/state testing results, the severity of her disability, and the specialized instruction she requires, she qualifies for ESY services.

Additionally, we request consideration of a different math class that aligns with her learning needs, ensuring she can acquire essential math operation skills with appropriate individualized support.

To facilitate the necessary intervention, we have attached a list of qualified dyslexia specialists who provide online structured literacy sessions. We are aware that other students across the state receive similar services when the school district is unable to provide appropriate intervention.

We look forward to collaborating with you to ensure that STUDENT IEP is tailored to meet her individualized learning needs effectively. Please let us know the next steps for discussing and implementing these supports.

Thank you for your time and consideration.