

DATE

The Honorable JUDICIAL OFFICER
Department XXXXX
XXXXX Juvenile Courthouse
ADDRESS
ADDRESS

Re: CLIENT'S NAME Education Update

Dear Judge/Commissioner XXXXX:

Please accept this letter as an update regarding education advocacy for CLIENT FIRST NAME LAST NAME ("CLIENT FIRST NAME"). At this time, Loyola Law School's Juvenile Justice Clinic and Youth Justice Education Clinic ("YJEC") represent CLIENT holistically OR Loyola Law School's Youth Justice Education Clinic ("YJEC") represents CLIENT and his education rights holder, CLIENT'S ERH, on education matters.

BRIEF SCHOOL HISTORY

UPDATES ON YJEC'S ADVOCACY THUS FAR

SPECIAL EDUCATION

GENERAL EDUCATION ISSUES (ENROLLMENT, PARTIAL CREDITS, AB 216 ELIGIBILITY)

SCHOOL DISCIPLINE

REGIONAL CENTER

YJEC'S ADVOCACY PLAN MOVING FORWARD TO ADDRESS REMAINING NEEDS OR ENSURE APPROPRIATE SERVICES

CLOSING STATEMENT ABOUT ONGOING SUPPORT AND STRENGTHS OF YOUTH, FAMILY, COMMUNITY

YJEC will continue to support CLIENT and HIS/HER/THEIR family to help him succeed. Should you have further questions, please do not hesitate to reach out to me at xxx-xxx-xxxx or EMAIL ADDRESS.

Sincerely,

SIGNATURE

FIRST NAME LAST NAME