



## HWC Teacher & Therapist Communication Form



To: INSERT TEACHER'S NAME

Re: INSERT STUDENT NAME

Hello, my name is Sarah Sabin and I am a therapist with Family Service and Children's Aid. I am currently providing Trauma Focused Cognitive Behavioral Therapy (TF-CBT) for your student referenced above, here at the school. While school-based therapy is a convenient way of delivering services for families, I recognize that it can be burdensome to teachers and other school personnel if we do not communicate effectively. The goal of our agency is to provide the intervention the child needs in the least disruptive manner, possible.

I want this process to be as beneficial as possible to the student, their family, teachers and peers. To that end, please do not hesitate to stop me in the hallway or send me an email if you have a concern (or a success) that you would like me to be aware of. Similarly, from time to time, I may ask you how the student is doing or share a worksheet or a goal that we are working on to better support the change we are trying to accomplish. While the content of therapy is confidential, the student will benefit when we work together to help the child succeed in school and in life.

I am more than willing to assist the school in helping the student be successful, including participating in any student meetings such as a Student Assist Team or an IEP. Please contact me at any time. Additionally, you can leave a message for me at any of the numbers listed below.

Sincerely,

Sarah Sabin, LMSW  
Handle With Care  
Behavioral Health Coordinator  
Email: [ssabin@strong-families.org](mailto:ssabin@strong-families.org)  
Desk Phone: 517.787.7920