

DEATH OF A STUDENT DROWNING

(Date)

Dear Parent or Guardian:

I want to share with you information about a recent event that has affected the entire school community. I'm sending you this letter to give you some information and to assure you that we are doing everything we can to get through this difficult event with a minimum of hardship and to suggest ways you may help your own children.

On (date), one of our students, (student name) drowned at (place) while swimming with friends. A funeral service for (student name) will be held at (time) at (place).

We are all shocked and saddened by the event. Counselors are available as well as teachers and other staff to serve as resources for our students, staff, and families as they go through the grieving process or have the need to talk or express difficult feelings. Please call us at (phone number) if you need assistance.

You can help your children simply by talking and listening to them. We don't always know how a student will be affected in a crisis, but you know your child the best of anyone. Be prepared for your child to do any of the following:

- Claim not to be affected
- Ask a lot of questions
- Act agitated and angry
- Try abnormally hard to be good
- Withdrawn
- Have frightful dreams

We encourage you to be sensitive with your child and to call us if we can help you in any way. Thank you for your support of our young people.

Sincerely,

(Principal name)
Principal