

**Occupational Therapy
Letter of Service Commencement**

Student: _____

Classroom: _____

Dear Caregiver,

I would like to introduce myself to you, as your child's occupational therapist this year. My name is _____.
I will be seeing your child _____ time(s) a _____.
FrequencyDuration

I look forward to working with your child this year. If you have any questions as the year progresses, please do not hesitate to contact me at _____.

Yours Professionally,

Signature of Occupational Therapy Assistant
(if applicable)

Signature of Occupational Therapist

Date of Signature