Letter to parents following meeting about self-harm

Dear parent/carer,

Thank you for coming to discuss *(insert child’s name)* on (*insert date*).

The recent disclosure of an incident of self-harm/threat to self-harm made by *(insert child’s name)* suggests that he/she/they may need additional guidance and support.

I recommend that you arrange to visit your GP to discuss (*insert child’s name*) and to seek advice and help from them. *Optional:* As discussed and agreed during our meeting, we have (explain what has been done) e.g. sent a referral to Child and Adolescent Mental Health Services (CAMHS).

Here at (*insert school name*), we will ensure that we continue to provide support to (*Insert child’s name*). This will include (*insert support that school will offer e.g. weekly check-ins, school counsellor etc).* We would appreciate it if you could share any information with us that you feel would be helpful for us to know in order to support (*Insert child’s name)* as effectively as possible.

We would like to meet with you again in (*give time frame*) to discuss how (*insert child’s name*) is doing. We will be in contact with you to arrange this. If you wish to speak with us sooner then please do let us know. Or, if anything changes then we would be grateful if you could keep inform us.

If you have any questions or if there’s anything else that we can do to help you or (*insert child’s name)* then please do let me know.

Yours sincerely,

*(Insert name and job title)*

Copies to: