**INVITATION**

**CONSULTATION REGARDING SUPPORT FOR YOUR CHILD**

You and your child are invited to a meeting to discuss your child’s need for support.

Before any decisions on support are made, the law requires that the provider of early childhood education and care/pre-primary education consult the child and their guardian or legal representative (section 34 of the Administrative Procedure Act 434/2003).

You as the child’s guardian(s) are invited to a consultation

Date, time, place\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The consultation concerns:

Your child\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Early childhood education and care unit \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Pre-primary education unit \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  General support - support services

[ ]  Intensified support

[ ] Special support

To be organised as follows:

[ ]  Forms of pedagogical support

[ ] Forms of structural support

[ ] Care-related forms of support

 [ ]  Support services (intensified/special support)

In the consultation, we will discuss the attached document which will be used for decision-making purposes. Please read the document carefully before the consultation. The purpose of the consultation is to hear your views. A consultation form will be filled in based on our discussion (Appendix 12).

If you want, you can provide a specialist’s statement or other written material in support of your views. Such statements or other written material should be submitted before or at the consultation.

If one guardian is unable to attend the consultation, they should authorise the other guardian to act on their behalf.

If you do not attend the consultation, a decision may be made regardless.

Appendices to the written invitation:

[ ]  The child’s early childhood education and care plan

[ ]  The child’s pre-primary education plan

[ ]  Pedagogical assessment

[ ]  Pedagogical report

 [ ]  Other, please specify

If you have any questions about the consultation, you can contact us by email or telephone:

First name Last name

Email and phone number

Guardians have received a written invitation to a consultation on date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**POWER OF ATTORNEY**

**CONSULTATION REGARDING SUPPORT FOR YOUR CHILD**

Before making a decision on support, the provider of early childhood education and care/pre-primary education must consult the child and their guardian or legal representative, as required by section 34 of the Administrative Procedure Act (434/2003).

According to section 12 of the Administrative Procedure Act, you may use a legal representative in an administrative matter. Your legal representative must have a power of attorney or other credible proof showing that they are authorised to represent you. If there is any uncertainty regarding the competence of the authorised person or the scope of the authorisation, the authorities may ask you to provide a more clearly detailed power of attorney.

**Authoriser (child’s guardian)**

Name and personal identity code

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Authorised representative (child’s guardian)**

Name and personal identity code

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Scope of the authorisation**

I hereby authorise my legal representative to represent me in the consultation regarding support for my child

[ ]  Yes

[ ]  No

Signature and name in printed letters

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_