

Educating Others About LGS

Sample Email Language

The following sample email can be used when requesting a meeting to discuss LGS. Simply copy the language below, paste it into an email, and fill in the missing information that is highlighted throughout.

Subject: Request to Educate Others About LGS

Dear [insert name of school/group leader]:

*“Education is the most powerful weapon which you can use to change the world.”
–Nelson Mandela*

As a parent of a child with a rare form of epilepsy called Lennox-Gastaut syndrome (LGS), I am writing to ask your help in setting up an educational event at [insert name of group, school, etc.].

My goal is to provide information to help other [parents, teachers, and students OR other parents, peers, and members of the community] learn about LGS and better understand [child’s first name].

I have attached the presentation I’d like to make, as well as a sample flyer that can be updated once the details of the event are finalized. I envision the entire event would take 30 minutes—a 15 minute presentation and 15 minutes for questions and answers. I would be happy to discuss the materials and get suggestions for an appropriate location and time that would work best.

As you will see, the topics covered are specific to [child’s first name], but they include information on accepting differences and diversity.

I am confident this information session will make a difference to our family, and hopefully to those who attend.

Thank you, in advance, for your time and consideration. I look forward to hearing from you soon.

Sincerely,

[insert parent name]
[insert contact phone number]