

Resources for the Blind International

info@resourcesfortheblind.org
resourcesfortheblind.org

516 Nobscot Road
Knoxville, TN 37919

865-210-8898
Skype: joel.lown



[School name]
[School address]

[Date]

Dear [School administrator],

As an international organization working to educate the blind, thank you for your commitment to education!

As you know, one of your students, [Student name], is blind and unable to take written notes, or to benefit from visual aids and diagrams like his sighted classmates. We have been assisting [Student name], with the goal of helping him successfully graduate from your program.

As his higher grade levels become more challenging, [Student name] finds it very difficult to adequately remember all of his classroom lectures, in order to satisfactorily complete his assignments and gain maximum learning. While he is able to use a Braille slate to take simple notes, writing individual characters with a slate is too slow to capture most content. It would be very helpful for him to be able to record portions of classroom lectures, something that could be easily done with his mobile phone.

It is our understanding that your school, like many others, has a strict "no mobile phone" policy in the classroom. This is a wise policy as it prevents sighted students from being distracted by texts, games, or other mobile content.

This is to request a special exemption (classroom accommodation) from the "no mobile phones" policy:

- Specifically for blind/visually impaired students like [Student name],
- Only for the purpose of recording classroom lectures, and
- With the understanding that each teacher would have access to interrupt recording at any time or edit recordings as they think necessary.

Thank you for considering making this accommodation, and communicating it to your teachers. If you have additional questions, please contact me.

Sincerely,