To:  Admin name and title

From: Your name, title, school

Re: Health & Physical Education: 2020-21 school year

I am writing today to offer my assistance in the actions plans for the upcoming school year as a health and physical education content expert at (School Name). Now more than ever, we are experiencing the critical value and necessity of the priority that student wellness has had and will have as we prepare to re-open schools.

We have known for quite some time from research that skill-based health education and daily physical activity in the amount of 60 minutes a day for school-aged children contributes to the academic achievement of students. We also know that healthy, active children experience positive behavioral change and increased school attendance.

Additionally, a standards-based, sequential and developmentally appropriate health and physical education program that provides opportunities for health and physical literacy serves to support not only the wellness of our students, but to introduce and reinforce foundational outcomes in the areas of social-emotional learning, equity and inclusion. A few objectives in our health and physical education program that many do not know are associated with my content include: the lifelong skills of relationship-building, decision-making, self-advocacy, kindness, mindfulness, communication and teamwork.

It is essential that as we plan for what the “new normal” will look like in our schools and in our district, health and physical education take a front row seat in supporting students, many of whom may return to school with heightened feelings of anxiety, stress or depression due to their stay-at-home experiences.

In closing, I am looking forward to working with the administration to support and promote the health and wellness of every child in our school through the delivery of an exemplary health and physical education program when we return to school. Please let me know when we can meet to discuss how I can be of help as we plan for the upcoming school year.  Thank you for taking the time and for your anticipated support.

Sincerely,

(Your name)