

**BEHAVIOR INTERVENTION PLAN/INCENTIVE PLAN
REQUEST FORM**

Dear Counselor/Social Worker of My Child/My Child's School,

This is _____, Parent/Legal Guardian/Educational Decision Maker of
_____, a child at your school (my child).

My child is still struggling in school and I am hoping you can help me. ***I am respectfully requesting a Behavior Intervention Plan (BIP) or an Incentive Plan be developed for my child. I believe my child needs a BIP or Incentive Plan because my child's behavior is impeding their learning and the learning of others. I think it is important that we have a systematic way of dealing with my child's behavior before, during, and after my child's behavior occurs. I think that having a BIP or Incentive Plan will help all of us be on the same page and actively work together to help my child be more successful in school.***

If you need to take data and/or use a Functional Behavioral Assessment (FBA) data collection method to help create the BIP/Incentive Plan, I understand and please let me know how long you need to take the data for and when we will meet to discuss the data/FBA results and create the Plan.

If you do not feel like my child needs a BIP/Incentive Plan, please explain to me why they don't need it and let me know other options and accommodations to support my child's behavior in school and why those might be better for my child at this time.

Please let me know if there are any other programs or supports at school that would benefit my child. ***Finally, please tell me how I can help my child do well in school at home/as their parent and how I can partner with you in supporting their education and behavior at school.***

I believe my child can succeed at your school if given the proper supports. I hope we can work together to support my child and help change their challenging behaviors into more positive ones.

Thank you for your time and effort in considering my request. Please contact me to discuss my request to discuss my request for a BIP/Incentive Plan via phone at _____ and/or via email
at _____.

Respectfully,