**We Need To Talk: Template email to decision makers**

Depending on your role within your organisation, there are different people who you could contact to raise awareness about the report:

* Your manager
* Head of Therapy Services
* Clinical Directors
* Directorate Managers
* Professional /Strategic Leads
* Director of Children’s Services or other relevant local authority posts
* Commissioners
* Chief Executive and Board

If in doubt, please speak to your manager before contacting others within your organisation.

Below is some suggested text which you can adapt to suit your local context.

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| Subject line: 'We Need to Talk'- Children's Commissioner report on access to speech and language therapy  Dear NAME  As you may know, We Need To Talk – a report by the Children’s Commissioner for England - has recently been published.  <https://www.childrenscommissioner.gov.uk/publication/we-need-to-talk/>  It shows that:   * [INSERT RELEVANT INFORMATION FROM KEY FACTS DOCUMENT]   The report does not include the reported spending at individual local authority (LA) or clinical commissioning group (CCG) level, but if better collection of expenditure data is not achieved, the Children’s Commissioner intends to repeat the exercise, with the spending figures published for each LA and CCG in two years’ time.  I’d welcome the opportunity to discuss this with you further, to explore how we could be using the report to initiate wider discussions within the Trust/Local Authority/CCG. (delete as appropriate)  As the report highlights, speech, language and communication needs (SLCN) can have long term implications for children, impacting on their educational attainment, their mental health and their employment prospects. We need to take a system-wide approach to improving support for these children.  I look forward to hearing from you.  Best wishes,  Your Name |