

Phone: 732-235-2810  
E-mail: [tlc@ubhc.rutgers.edu](mailto:tlc@ubhc.rutgers.edu)

### **Sample Letter – Faculty Miscarriage, Letter for Parents**

Dear [School Community],

It is with deep sadness that we inform you of the news regarding one of our beloved staff members, [Staff Member Name]. [He/She] have recently experienced the loss of a child due to a miscarriage. Our thoughts and condolences are with [Staff Member Name] and [his/her] family during this difficult time. ***Only include information that has been confirmed as sharable.***

In addition [Staff Member Name]'s family, this loss impacts our entire school community. We understand that this news may bring up varying reactions, and we encourage everyone to come together in support, compassion, and understanding during this period of grief.

We have been working with the Traumatic Loss Coalition for Youth Program (TLC), through the NJ Department of Children and Families and Rutgers University Behavioral Health Care, to guide us on how to approach conversations with children and students about loss, and how to help them navigate their own grief. Should you child need to speak to someone regarding this news, please reach out to your [school counselors] for assistance.

As social media may be used to discuss this personal loss, we recommend that you monitor your child's online activity over the coming days. Please watch for any signs that your child or their friends might be struggling with grief or emotional distress. If you notice concerning posts or behavior, we encourage you to talk with your child and seek support if needed. Additionally, if you come across posts from other students that suggest they may be struggling, please reach out to their parents or another trusted adult and let us know so that we can offer help.

***Below is information about crisis support services that are available to anyone who may need them:***

#### **Crisis Supports:**

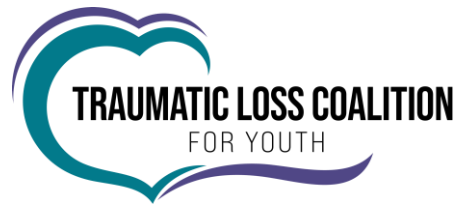
**-Crisis Text Line:** Text HOME to 741-741

**-988 Suicide & Crisis Lifeline:** Call or text 988, or visit [988lifeline.org](https://988lifeline.org) for chat services

**-2NDFLOOR Youth Helpline:** Call or text 888-222-2228



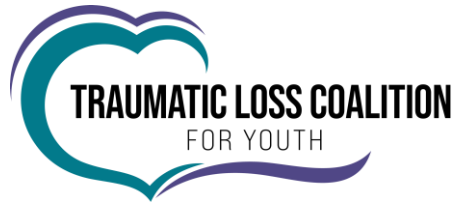
Website: <https://ubhc.rutgers.edu/education/trauma-loss-coalition/overview.xml>



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We are here to support our entire community during this difficult time. Please feel free to reach out with any concerns or if you need additional resources or support.

Sincerely,  
[Your Name]  
[Your Title]  
[School Name]  
[Contact Information]



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### **Sample Letter – Faculty Miscarriage, Letter for Staff Members**

Dear Faculty and Staff,

It is with deep sadness that we inform you of the news regarding one of our valued colleagues, [Staff Member Name]. [He/She] have recently experienced the loss of a child due to a miscarriage. Our thoughts and deepest condolences are with [Staff Member Name] and [his/her/their] family during this difficult time. *Only include information that has been confirmed as sharable.*

This loss is felt by all of us, and we recognize the emotional impact it may have on our entire school community. As we support [Staff Member Name], we encourage each of you to offer compassion and understanding, both in your personal interactions with one another and when speaking with students.

We have been working with the Traumatic Loss Coalition for Youth Program (TLC) through the NJ Department of Children and Families and Rutgers University Behavioral Health Care. They have offered valuable resources on how to support students and guide them through difficult conversations about loss, grief, and emotional distress.

We encourage you to be attentive to conversations throughout the school and to watch for any signs that a student or colleague may be struggling with grief. If you notice concerning behavior, discussions, or posts, we urge you to check in with that person and help connect them to the support available within our school. If you have any concerns about a student or colleague, please don't hesitate to reach out to administration for guidance and assistance.

In addition to the resources available through our school, we want to make sure that all of you know there are external support options for educators who may need assistance during this time. AID NJEA is available for support and guidance. You can reach them by:

**Phone:** Dial 866-AID-NJEA (243-6532) or

**Email:** [helpline@njea.org](mailto:helpline@njea.org)

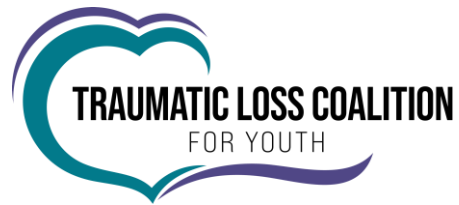
***Below are some additional crisis resources available to anyone in need of support:***

**-Crisis Text Line:** Text HOME to 741-741

**-988 Suicide & Crisis Lifeline:** Call or text 988, or visit [988lifeline.org](https://988lifeline.org) for chat services



Website: <https://ubhc.rutgers.edu/education/trauma-loss-coalition/overview.xml>



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**-2NDFLOOR Youth Helpline:** Call or text 888-222-2228

Please know that we are here to support each other as we navigate this difficult time together. Should you have any questions or need further assistance, please don't hesitate to reach out.

Sincerely,  
[Your Name]  
[Your Title]  
[School Name]  
[Contact Information]