**Template Letter - Delegating Parental Responsibility**

I **(name)** of **(address)** am the Special Guardian of **(child’s name D.O.B).**

I would like it to be known to all parties and professionals that in the event of me falling ill or being hospitalised, I wish to delegate parental responsibility of **(child/ren name and dates of birth)** to **(name of delegated person)** of **(address & D.O.B).**

If for any reason, I am unable to care for **(child/ren names)** due to long term illness, I want it to be known that I fully support **(name of delegated person)** to care for **(child/ren names)** and support him/her applying to the Court for an order giving them parental responsibility and confirming living arrangements for the child/ren.

Please note: **(name of delegated person)** is already named as Testamentary Guardian in the event of my death.

Signed **(Special Guardian)**

Signed **(Delegated Person)**

Signed **(Witness)**

**Please note - whilst this document is not legally binding, the court is likely to place weight on it in the event you become long term ill. Therefore, if you change your mind after signing a document, you will need to make sure that you update the document and keep a record of this.**