**[MP full name]** MP

By email: **[their email address]**

**[DATE]**

Dear **[first name of MP]**

**Re: [Clear title regarding the subject of the letter]**

I hope this letter finds you safe and well.

I am writing to ask you to represent me and others in your constituency by engaging with **[insert name and title of relevant minister]** and ask them to **[explanation of what action you would like her to take]**.

**[Insert a brief explanation of the issue that you are writing about]**

**[Insert a brief explanation of why this is a problem for you, your family or other constituents]**

**[Insert a brief explanation of the impact of the problem on you, your family or other constituents]**

**[Insert a brief summary of why this issue is important to you]**

As my **[MSP/MP]**, I hope you are committed to ensuring that you support all children, including those who are transgender and non-binary.

I look forward to hearing from you.

Yours sincerely

**(Your name)**

**[Your contact details]**