

Medical Leave Letter to Class Teacher

Subject: Request for Leave Due to Illness

Dear [Class Teacher's Name],

I am writing to inform you that my child, [Student's Name], who studies in [Class/Grade], is unwell and requires rest and medical attention. We kindly request leave from [Start Date] to [End Date] to allow for recovery.

Please excuse [Student's Name] from attending classes during this period. We will ensure that all assignments and lessons missed are completed promptly.

Thank you for your understanding.

Sincerely,

[Parent's Name]

[Contact Information]

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