

Heartfelt Leave Letter from Parents

Subject: Request for Leave for [Child's Name]

Dear Principal,

We kindly request you to grant leave to our child, [Child's Name], of class [Class/Grade], from [Start Date] to [End Date]. [He/She] is [reason, e.g., recovering from illness/personal reasons] and will need some time to rest and recover.

We sincerely appreciate your consideration and support.

Thank you,

[Parent's Name]

[Contact Information]

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