

Empathetic letter requesting leave for child's mental health

Subject: Leave Request for [Child's Name]

Dear [Teacher's Name],

Our child, [Child's Name], in [Grade/Class], requires leave from [Start Date] to [End Date] to attend to personal matters affecting their emotional wellbeing. We request your kind understanding and approval for this leave.

Thank you for your consideration.

Warm regards,

[Parent's Name]

[Contact Details]

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