

Formal request for permission to join an educational tour

Subject: Permission Request for Educational Tour

Dear Sir/Madam,

I am writing to seek your kind permission to allow my ward, [Student's Name], of class [Grade/Section], to participate in the upcoming educational tour organized by the school on [Date].

The tour aims to provide students with valuable learning opportunities outside the classroom and will include visits to [Destination/Institutions].

I understand the importance of safety and discipline during such tours, and I assure you that my ward will abide by the rules and regulations set by the school and accompanying staff. I am also aware of the costs involved and confirm my willingness to cover the necessary expenses.

Kindly grant your permission so that my child does not miss this enriching experience.

Sincerely,

[Parent's Name]

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