

Leave letter with provisional dates and follow-up promise

Subject: Provisional Sick Leave Request

Dear [Teacher's Name],

My child, [Child's Name], is unwell due to a fever. We request leave from [Start Date] to [End Date] provisionally. Depending on [his/her] recovery, we may extend the leave and will inform you promptly. A medical certificate will be provided if required.

Thank you for your understanding.

Sincerely,

[Parent's Name]

Get more templates here: <https://www.lettersandtemplates.com/letters/school-leave-letter-for-fever>