

School Absence Notification

Date: [Insert Date]

To Whom It May Concern,

I am writing to inform you that my child, [Child's Name], a student in [Grade/Class Name] at [School Name], will be unable to attend school on [Date(s) of Absence] due to a doctor's appointment.

We appreciate your understanding and support. Please let me know if any further information is required.

Thank you.

Sincerely,

[Your Name]

[Your Contact Information]