

Parental Excuse Letter for School Absence

Date: _____

To Whom It May Concern,

I am writing to inform you that my child, **[Child's Full Name]**, a student in **[Grade/Class]**, was unable to attend school on **[Date(s) of Absence]** due to **[Reason for Absence]**.

We apologize for any inconvenience this may have caused and appreciate your understanding in this matter. Please let us know if any further information or documentation is required.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Relationship to the Child]

[Your Contact Information]