

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Principal's Name]

[School's Name]

[School's Address]

[City, State, Zip Code]

Dear [Principal's Name],

I am writing to express my concerns regarding the recent policy changes implemented at [School's Name]. As a [parent/student/faculty member], I believe these changes are detrimental to our community and do not align with the values we uphold.

Specifically, I would like to address [briefly describe the policy changes]. These changes [explain why the changes are problematic and the impact it has on students/teachers/parents].

Our community believes in [state any relevant values or principles], and these changes contradict that mission. I urge you to reconsider these policies and engage in a dialogue with the stakeholders to find a more suitable solution.

Thank you for your time and consideration. I look forward to your response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]