

Request for Information on After-School Educational Activities

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am a parent of [Child's Name], who is in [Child's Grade/Year] at [School Name]. I am writing to inquire about the after-school educational activities available for children at [School Name].

As a parent, I believe that engaging activities beyond the regular curriculum can greatly benefit students, enhancing their learning experience and personal development. I would appreciate it if you could provide me with details about the various programs offered, including:

- Types of activities available
- Schedule and duration
- Registration process
- Any associated costs
- Staff qualifications and student-to-teacher ratio

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Contact Information]