

Date: _____

To Whom It May Concern,

I hope this message finds you well. I am writing to inform you that my child, , a student in , was unable to attend school on due to mental health reasons.

We recognize the importance of mental well-being and have taken the necessary steps to ensure that can return to school feeling better and ready to engage in learning. It is important for us to support in managing their mental health.

Thank you for your understanding and support during this time. Please feel free to reach out if you have any questions or require further information.

Sincerely,