

Water Quality Complaint Letter

Date: [Insert Date]

To,

The Principal,
[School Name],
[School Address],
[City, State, ZIP Code]

Dear [Principal's Name],

I hope this letter finds you well. I am writing to express my concern regarding the quality of water available at [School Name]. It has come to my attention that several students have reported issues related to the water quality, including [specific issues such as discoloration, unusual taste, or foul odor].

As a parent/guardian of a student in [grade/class], I believe it is crucial for the health and well-being of our children to have access to clean and safe drinking water. I kindly urge the school administration to conduct a thorough investigation into this matter and take the necessary steps to ensure the water quality meets health standards.

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

Sincerely,
[Your Name]
[Your Contact Information]
[Your Relationship to the Student]