

Dear [Child's Name],

I hope this letter finds you well. I want to talk to you about something important. I know I promised we would [mention the promise, e.g., go to the park/Santa's workshop/etc.], and I'm really sorry that we couldn't make it happen.

Sometimes, things don't go as planned, and I feel sad that I let you down. You are very special to me, and keeping my promises to you means a lot. I want you to know that I tried my best to make it happen, but unfortunately, [briefly explain reason if appropriate, e.g., "something came up" or "I wasn't feeling well"].

I'm really sorry if you felt disappointed. It's okay to feel that way, and it's normal. I promise to make it up to you. How about we plan a special day together soon? We can [suggest an alternative activity], and I know it will be so much fun!

Thank you for being such a wonderful child. Your understanding and kindness mean the world to me. I love you very much!

Love,

[Your Name]