

Dear [Student's Name],

I want to take a moment to extend my deepest condolences for your recent loss. I cannot imagine the pain you must be feeling right now, and I want you to know that you are not alone. It is perfectly okay to grieve and to take the time you need to heal.

Please remember that your feelings are valid, and it's important to talk about them whenever you feel ready. You have a supportive community here that cares about you deeply.

If you would like to talk, share memories, or simply sit in silence, I am here for you. You can reach out anytime you feel the need. Take all the time you need, and remember to be gentle with yourself during this difficult time.

With all my kindness and support,

[Your Name]

[Your Position]

[Your Contact Information]