

Sample Absence Excuse Letter

Date: [Insert Date]

To: [Teacher's Name]

[School's Name]

[School's Address]

Dear [Teacher's Name],

I am writing to inform you that my child, [Child's Name], a student in [Grade/Class Name], was unable to attend school on [Dates of Absence] due to religious observance. We appreciate your understanding regarding this matter.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Contact Information]