

Request for Action Against Bullying

Date: [Insert Date]

To: [Recipient's Name] [Recipient's Position] [Organization/School Name] [Address] [City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request action regarding a bullying incident that has taken place involving my child, [Child's Name], who is a student in [Grade/Class] at [School Name].

The incident occurred on [Date of Incident] and involved [Brief Description of Incident, including names of individuals involved]. Despite my child's efforts to address the situation, it has continued to be a source of distress.

Bullying is a serious matter that affects the emotional and psychological well-being of students. I believe it is crucial for the school to take proactive measures to ensure a safe and supportive learning environment.

I kindly ask that you investigate this situation and take the necessary steps to prevent further incidents. I would appreciate updates regarding the actions taken in response to this request.

Thank you for your attention to this important matter. I look forward to your prompt response.

Sincerely,

[Your Name] [Your Relationship to Child] [Your Contact Information] [Your Address]