

Temporary Guardianship Communication

Date: _____

To Whom It May Concern,

I, [Your Full Name], am writing to inform you that I am temporarily assuming guardianship of [Child's Full Name], born on [Child's Date of Birth], effective from [Start Date] to [End Date].

This temporary guardianship is necessary for [brief explanation of reasons, e.g., "due to the absence of the child's parents" or "the child's current educational needs"]. During this period, I will be responsible for making educational decisions regarding [Child's Full Name].

Please direct all correspondence and concerns regarding [Child's First Name]'s educational needs to me at:

[Your Address]

[Your Phone Number]

[Your Email Address]

Thank you for your attention to this matter.

Sincerely,

[Your Full Name]

[Your Signature (if sending a hard copy)]