

Application for Early Release from School

Date: [Insert Date]

To: [Recipient's Name]

[School's Name]

[School's Address]

Dear [Recipient's Name],

I am writing to request an early release from school for my child, [Child's Name], who is in [Grade/Class] due to a medical appointment on [Date of Appointment].

We would greatly appreciate it if [he/she/they] could be excused from school at [Time of Early Release] so that we can attend the appointment, which is essential for [Child's Name]'s health.

Please let us know if you need any further information or documentation regarding this matter.

Thank you for your understanding and support.

Sincerely,

[Your Name]

[Your Relation to the Child]

[Your Contact Information]