

Date: [Insert Date]

To: [Principal's Name]

[School's Name]

[School's Address]

[City, State, Zip Code]

Dear [Principal's Name],

I am writing to formally request that my child, [Child's Name], opt out of the upcoming school art exhibition scheduled for [Date of Exhibition].

While we appreciate the opportunities the exhibition provides for student creativity and expression, we believe that it is in [Child's Name]'s best interest to refrain from participation this year.

Thank you for your understanding. We look forward to continuing our support for the school's future events.

Sincerely,

[Your Name]

[Your Contact Information]