

Opt-Out Letter for Overnight Camp

Date: [Insert Date]

To: [Teacher/Coordinator's Name]

[School Name]

[School Address]

Dear [Teacher/Coordinator's Name],

I hope this message finds you well. I am writing to formally request that my child, [Child's Name], be opted out of the upcoming school overnight camp scheduled for [Date of Camp].

Due to [brief reason - e.g., family commitments, health concerns, personal reasons], we believe that it is in [Child's Name]'s best interest to refrain from attending this trip.

Thank you for your understanding. Please confirm the receipt of this letter and the completion of my request.

Sincerely,

[Your Name]

[Your Contact Information]

[Relationship to the Child]