

Support Letter for Student Attendance Challenges

Date: [Insert Date]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to express my support for [Student's Name] regarding the attendance challenges they have been facing at [School/Institution Name]. As [his/her/their] [teacher/counselor], I have observed [his/her/their] commitment to [his/her/their] studies and the difficulties that have impacted [his/her/their] ability to attend regularly.

[Student's Name] has been experiencing [briefly explain challenges, e.g., health issues, family matters, etc.], which has unfortunately affected [his/her/their] attendance. It is important to acknowledge that despite these obstacles, [he/she/they] remains dedicated to [his/her/their] education and has shown resilience in [his/her/their] efforts to keep up with schoolwork.

To assist [Student's Name], I believe that [insert suggestions for support, e.g., flexible deadlines, tutoring opportunities, counseling services, etc.] could be beneficial. Our understanding and support can greatly assist [him/her/them] in overcoming these challenges and achieving academic success.

Please feel free to reach out to me if you have any questions or if there is anything more I can provide to support [Student's Name]. Thank you for your attention and consideration regarding this matter.

Sincerely,

[Your Name]

[Your Position]

[School/Institution Name]

[Contact Information]