

Formal Complaint Regarding Teacher Conduct

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

To
[Principal's Name]
[School's Name]
[School's Address]
[City, State, Zip Code]

Dear [Principal's Name],

Subject: Formal Complaint Regarding Teacher Conduct

I am writing to formally lodge a complaint regarding the conduct of [Teacher's Name], who teaches [Subject/Class] at [School's Name]. I have observed several instances that I believe reflect unprofessional behavior, including [briefly describe incidents, e.g., inappropriate comments, unfair treatment, etc.].

These incidents have caused significant concern for me and other parents, as they impact the learning environment and the well-being of the students. I kindly request that this matter be investigated and addressed promptly.

Thank you for your attention to this issue. I look forward to your prompt response.

Sincerely,

[Your Name]