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

Principal's Name School's Name School's Address City, State, Zip Code

Dear [Principal's Name],

I am writing to formally express my concerns regarding the classroom management practices of [Teacher's Name], who teaches [Subject/Class Name]. I believe that the current approach is having a detrimental effect on students' learning experiences and overall classroom atmosphere.

Specifically, I have observed instances of [describe specific behaviors or incidents, e.g., inappropriate discipline, lack of engagement, etc.], which I believe compromises the educational environment. Despite my attempts to address this issue by [mention any previous communication with the teacher or administration], there appears to be no improvement.

As a concerned parent, I would appreciate your attention to this matter. I believe that effective classroom management is essential for maintaining a productive learning environment and that steps should be taken to address these concerns.

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

Sincerely, [Your Name]