

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

[Parent's Name]
[Parent's Address]
[City, State, Zip Code]

Dear [Parent's Name],

I hope this message finds you well. I am reaching out to seek your valuable feedback regarding [specific subject or program] that [Child's Name] has been a part of. Your insights are important to us and will greatly assist in enhancing our approach.

Please take a moment to share your thoughts on [specific aspects you want feedback on]. Your feedback can be brief or detailed, as you see fit, and will remain confidential.

Thank you for your time and support. We truly appreciate your involvement!

Warm regards,

[Your Name]
[Your Position]
[Your Contact Information]