

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

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

Dear [Principal's Name],

Subject: Health Concern Regarding [Student's Name]

I am writing to formally express my concern regarding the health of my child, [Student's Name], who is enrolled in [Grade/Class] at JK School. [Briefly describe the health issue and how it affects the student's ability to participate in school activities.]

I kindly request your assistance in addressing this matter and would like to discuss possible accommodations or support that can be provided to [Student's Name].

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]