

[Your Name]  
[Your Title/Position]  
[Your Institution/Organization]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

Admissions Committee

[JK School Name]  
[School Address]  
[City, State, Zip Code]

Dear Admissions Committee,

I am pleased to write this letter of recommendation for [Child's Name] in support of their application for admission to [JK School Name]. I have had the pleasure of knowing [Child's Name] for [duration] as [his/her/their] [teacher/coach/mentor] at [Your Institution/Organization], and I am confident that [he/she/they] will be a valuable addition to your school community.

During our time together, [Child's Name] has consistently demonstrated qualities such as curiosity, enthusiasm, and a love for learning.

[He/She/They] approaches challenges with a positive attitude and is always eager to engage with new concepts. [Provide a specific example of the child's strengths or achievements.]

[Child's Name] also excels in social interactions and shows kindness and respect toward peers and adults alike. [He/She/They] has a remarkable ability to collaborate with classmates and often takes the initiative to help others, fostering a supportive and inclusive environment.

I strongly believe that [JK School Name] will provide [Child's Name] with the opportunities and nurturing environment that [he/she/they] needs to flourish. I wholeheartedly recommend [him/her/them] for admission and am excited to see the contributions [he/she/they] will make to your school. Thank you for considering [Child's Name]'s application. Please feel free to contact me at [your phone number] or [your email] if you require any further information.

Sincerely,

[Your Name]  
[Your Title/Position]  
[Your Institution/Organization]