

[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 wholeheartedly recommend [Child's Name] for admission to your kindergarten program for the upcoming school year. As

[his/her/their] [relationship to the child, e.g., teacher, caregiver, family friend], I have had the pleasure of observing [his/her/their] development over the past [duration].

[Child's Name] is a bright and curious child who demonstrates a love for learning and exploring new concepts. [He/She/They] is particularly fond of [mention any specific interests or strengths, e.g., storytelling, art, science, etc.]. [He/She/They] displays a strong ability to engage with [his/her/their] peers and has shown remarkable social skills while interacting in group settings.

[He/She/They] is also very adaptable and shows enthusiasm when faced with new challenges, which will serve [him/her/them] well in your kindergarten environment. Additionally, [Child's Name] exhibits kindness and empathy toward others, qualities that I believe are essential for maintaining a positive classroom community.

I am confident that [Child's Name] will thrive in your kindergarten program and contribute positively to your school community. I highly recommend [him/her/them] without reservation and believe that [his/her/their] enrollment would be beneficial for [both the child and the school].

Thank you for considering [Child's Name] for admission. Please feel free to contact me at [your phone number] or [your email] should you require any further information.

Sincerely,

[Your Name]

[Your Title/Position, if applicable]