

[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 hope this letter finds you well. I am writing to formally address some concerns regarding the music instruction provided by [Teacher's Name] at [School's Name].

[Briefly describe the issue, including specific incidents, dates, and your concerns regarding the teaching methods, classroom environment, or interactions with students.]

I believe that every student deserves a positive and constructive learning experience, and I am worried that these issues could impact [Child's Name] and other students' enjoyment of music education.

I kindly request that this matter be looked into, as I believe it is crucial for maintaining a supportive and effective learning atmosphere for all students.

Thank you for your attention to this matter. I am looking forward to your response.

Sincerely,
[Your Name]