

Dear Sir/ Madam,

NOT ATTENDING A CLASS

This letter is to _____ you that my son Ali Bin Mohammad , a _____ of Year 6, of your school, would not be able to _____ school due to food poisoning.

The doctor informed us of his _____ and has advised him complete rest for 3 days. So he wouldn't be able to attend his _____ from 12th to 15th February 2026. I will provide you the medical _____ from our doctor when he returns to _____.

I am really concerned about his _____ and hope that he would be well and be able to _____ school soon. Kindly make arrangements for him to be able to complete his notes and catch up with his homework once he is _____.

Request you to kindly grant _____ leave for the required period.

Yours _____,

Siti

Siti Binti Ahad

Mother

inform	certificate	classes	student	school	illness
resume	him	health	sincerely	attend	back