

Consent Letter Format for School - Email Format

Subject: Consent Letter Format for School

Dear [School Principal/Teacher],

I hope this email finds you in good health and spirits. I am writing to inquire about the consent letter format required for my child, [Child's Name], who is studying in [Class and Section] at your school.

As a parent/guardian, I understand the importance of giving my consent for my child to participate in school activities, field trips, and medical treatments. I would appreciate it if you could provide me with the necessary information regarding the format and content of the consent letter.

Furthermore, I would like to know if there are any specific guidelines or instructions that I need to follow while drafting the consent letter. It would be great if you could provide me with a sample letter or a template that I could use as a reference.

I am looking forward to your prompt response, as I need to submit the consent letter at the earliest. Thank you for your cooperation in this matter.

Sincerely,

[Your Name]

[Relationship to Child]

[Your Contact Information]