

Leave Letter for Leg Sprain (School)

[Your Name]
[Your Address]
[City, State ZIP Code]
[Phone Number]
[Email Address]

[Date]

[Principal's Name]
[School Name]
[Address]
[City, State ZIP Code]

Dear [Principal's Name],

I am writing to request a leave of absence from school due to a leg sprain that I sustained while [playing sports/ engaging in physical activity/ walking on uneven ground]. The pain and discomfort make it difficult for me to walk or stand for long periods of time, which would make it challenging for me to attend classes and participate in school activities.

I plan to take [number of days] off from school to allow myself sufficient time to recover from this injury. I have discussed this with my teachers and have made arrangements to complete any missed assignments upon my return.

I will be happy to provide you with a doctor's note if necessary to support my leave request. Please let me know if you require any additional information.

Thank you for your understanding and support during this time.

Sincerely,

[Your Name]