

Death Leave Letter for School - Email Format

Subject: Request for Death Leave from School

Dear [Principal/Teacher's Name],

I am writing to request a leave of absence from school due to a recent family tragedy. Unfortunately, [name of family member] passed away and I need to take time off to attend the funeral and be with my family during this difficult time.

I will be absent from school for [number of days/weeks] from [start date] to [end date]. During my absence, I will make sure to keep up with my studies and complete any assignments that I may miss.

I appreciate your understanding and support during this challenging time. Please let me know if there are any resources or assistance that you can offer during my absence.

Thank you for your consideration.

Sincerely,
[Your Name]