

**INFANT EDUCATION**

Academic Year 201_ - 201_

Date:

School:

School code:

Town:

Dear Sir/ Madam,

We are writing to you again since you are the people responsible for the education of your son /daughter _____, due to the significant accumulation of absences that he/she has.

We inform you that many of these absences have not been adequately justified.

We wish to remind you of the importance of continuous school attendance for the correct development in your son's / daughter's schooling.

You must attend the interview to deal with this serious problem of absenteeism which will take place in this school on:

Date: _____ at _____.

Head of School:

Signature: