

Letter to Disagree with the Student Suspension

[Your Name]

[Address]

[Letter's Date]

[Recipient's Name]

[Address]

[Subject: Subject of Letter] -Optional

Dear [recipient's name],

I am Mr. Paul, father of Joey Paul who is a 6th grader at your school. I just received the suspension letter of my son for duration of one month. I simply do not understand the situation and with all due respect, I disagree with this decision since the reason of his suspension written on the letter is completely unjustified and I am writing this letter to show my disregard for your decision.

My son would never hit anyone deliberately. I am sure there must be a misunderstanding and it should be sorted out cool mindedly. Suspending my child for a month is a very harsh decision and it will affect his studies so badly that he might have to repeat the semester.

In my son's defense, I must say that the whole incident is a misunderstanding and joey had no intention of hitting anybody. I request you to be more lenient about the matter. I would like to meet you at your earliest convenience. Kindly contact me as soon as possible.

Thank you very much.

Yours Sincerely,

[Your Name]