

MAIL to SELF

Dear Teacher,

This is to inform you that my son, Damien Jacks (your son/ daughter's name) from Class – IIA (write the appropriate class number) will not be going on the field trip. I understand the trip is to see the beehives and I do not approve of it. He is too small to be left alone with the bees and this concerns me.

Thanking you,

Yours faithfully,

(Your name)

(Your address)

(Your contact information)