# Sample Letter to Parent from Teacher about Behavior

## Sample N°1

Dear Parents,

As a class teacher, I must inform you about your child's moral conduct. I regret to inform you that your child's behavior with teachers is inappropriate. In addition, his persistent absence from class further impairs his academic performance.

The purpose of this letter is to inform you and to suggest to both of you that you can persuade your son to mend his ways with teachers and perform well in his studies. Please pay attention to your son's performance to ensure his bright future. I have noticed that he has become distracted and needs to perform at his level in class tests.

He suddenly becomes reticent, hardly plays with other children anymore, and doesn't talk much. When asked a question, she suddenly becomes hyperactive, unlike her usual self. He has always been a quiet and balanced pupil.

Last week he stormed out of class after being reprimanded for not knowing an answer. This incident alarmed the teachers, and I am writing to you with the only interest on your part.

It would help significantly if you could see what is troubling him and help him. I will do my best to give him all my help during school hours. He is a treasure to the school, and I would love to see him return to normal.

I look forward to a positive response from you.

 Sincerely,

(Teacher's first and last name)

(Name of educational institution)

## Sample N°2

To

[Recipient's name]

[Recipient's Address]

Dear Sir/Madam,

I [insert your name] have noticed a change in [son/daughter's name] at [name of school] school. This letter informs you of the sudden change in your [son/daughter's] behavior.

For some time now, [she/he] has been inattentive in all schoolwork. [He/she] needs to attend classes regularly. He/she gets into fights from time to time. At times, [he/she] is rude to [his/her] classmates. His/her grades have dropped considerably because [he/she] is absent from class. And when [he/she] is challenged, [he/she] ends up arguing with teachers.

These days he/she was also found disrespecting [his/her] teacher. The whole staff is getting irritated with this behavior. The school environment is being hampered to some extent. Other students in the class are learning this aggressive nature by following [him/her]. [Student's name] used to be among the list of top students, but this behavior is now a matter of great concern.

On behalf of the school, I strongly urge you to check into this sudden change in [Student's name]'s behavior. I hope proper guidance will rectify this change and bring [him/her] back to the top.

Thank you,

[First and Last Name]

[Designation within institution]

[Date]