**[DATE]**

**PRINCIPAL/SUPERINTENDENT**

**SCHOOL NAME**

**ADDRESS CITY, STATE, ZIP CODE**

**EMAIL | PHONE**

RE: 2023 Ramadan and Eid Religious Accommodations Request

Dear **[PRINCIPAL/SUPERINTENDENT]**:

My name is **[name]**, and I am the parent of **[student name]**, grade **[number]**, at **[school name]**. **[Student name]** is Muslim, and **I am requesting an accommodation** **to make it easier for [name] to pray and fast in accordance with our family’s sincerely-held religious beliefs during the month of Ramadan**. I am also requesting you provide **[student name]** with an excused absence on Eid al-Fitr (EED-al-FITTER), or “feast of fast breaking” holiday.

Many school districts across the country work to ensure that Muslim students have access to religious accommodations, as required by federal and state law, during the month of Ramadan, and the following Eid celebration.

**This year, the month of Ramadan will begin around Thursday, March 23, and will end around Thursday, April 20. The Eid al-Fitr holiday, marking the end of the fast, will begin on or about Friday, April 21.** Because many Muslims calculate the start and end of Ramadan and Eid based on moon sightings, it is common for Muslims to have different views about when Ramadan and Eid start and end.

Ramadan is a month in the Islamic lunar calendar during which Muslims abstain from food and drink from pre-dawn to sunset each day. Many Muslims also stay up late to pray and wake up early to eat and pray before the sun rises. This makes Ramadan a busy time, which may result in disrupted sleep and energy levels.

Fasting during Ramadan is obligatory for Muslims who are of age, who are physically capable, and whose health permits fasting. Some Muslims might fast while others might not, depending on their faith involvement or health considerations.

Muslims are also required to observe their five daily prayer times during Ramadan. These prayers fall at: (1) dawn; (2) noon; (3) midafternoon; (4) sunset; and (5) during the evening. While performing the five daily prayers is obligatory for Muslims throughout the year, doing so is especially relevant during Ramadan. These prayers typically take 5-10 minutes to complete. Each Friday, Muslims also attend a longer afternoon prayer called *jumaa* that typically lasts about an hour.

At the conclusion of Ramadan, Muslims celebrate with the Eid al-Fitr holiday. Eid al-Fitr is commemorated by Muslims worldwide through prayer, spending time with family, and in celebration according to their unique traditions.

As the parent of **[student name]**, I request that they be allowed to observe Ramadan and Eid in accordance with their beliefs and well-established law.

As such, I am requesting the following accommodation during Ramadan [**accommodation request**].

I also request that **[student name]** be given an excused absence on [**date**] to celebrate Eid al-Fitr with their family, friends, and community. Any schoolwork missed or tests can be made up. Please do not hesitate to contact me to further discuss providing these accommodations while continuing to promote a safe and supportive school environment. Thank you very much for your time and consideration. I look forward to hearing from you soon.

Sincerely,

[PARENT NAME]

ADDRESS CITY, STATE, ZIP CODE

EMAIL | PHONE