**[DATE]**

**PRINCIPAL/SUPERINTENDENT**

**SCHOOL NAME**

**ADDRESS CITY, STATE, ZIP CODE**

**EMAIL | PHONE**

RE:

2023 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 you provide [student name] with an excused absence on Eid al-Fitr (EED-al-FITTER), or “feast of fast breaking” holiday.

As you may be aware, the month of Ramadan began on 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.**

Eid al-Fitr is commemorated by Muslims worldwide through prayer, spending time with family, and in celebration according to their unique traditions.

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.

**I am requesting that [student name] be given an excused absence on [date] to celebrate Eid al-Fitr with their family, friends, and community.** Any schoolwork or missed tests can be made up.

Please do not hesitate to contact me to further discuss providing this accommodation 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