

Date:

Dear Parents/Carers,

Your son/daughter was absent from school on:

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I would be grateful if you could let me know the reason for his/her absence.

Yours sincerely,

Ojo:

Obi/Alabojuto mi owon,

Omo re okunrin/obinrin ko wa si ile-iwe ni:

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Yi o dun mon mi ninu ti o ba le je ki nmo idi ti ko fi wa.

Tire ni ododo,