
Apology Letters to Teacher From Parents

Dear [Teacher's Name],

We hope you are doing well. We are writing to you as the parents of [Child's Name], a student in your [Grade/Class] class. We would like to express our deepest apologies for not being able to attend the scheduled parent-teacher meeting on [Date]. We understand the importance of these meetings in discussing our child's academic progress and how missing it could have seemed like a lack of interest in our child's education, which couldn't be further from the truth.

Due to [reason for missing the meeting, e.g., an unforeseen work commitment, a family emergency], we were unable to inform you in time or attend the meeting. We regret any inconvenience our absence may have caused and sincerely apologize for the oversight.

To ensure we are up-to-date with [Child's Name]'s progress and how we can support their learning at home, we would appreciate the opportunity to reschedule the meeting at a time that is convenient for you. We are also open to discussing [Child's Name]'s progress over email or a phone call if that is more convenient.

Thank you for your understanding and for the dedication you show to our child's learning. We are committed to being more proactive in our communication and involvement in [Child's Name]'s education moving forward.

Sincerely,

[Your Name(s)]