[DATE]

PRINCIPAL/SUPERINTENDENT

SCHOOL NAME

ADDRESS

CITY, STATE, ZIP CODE

EMAIL | PHONE

RE: Opt-Out Request for [Child’s Full Name]  
  
Dear Principal [Insert Principal’s Name]:  
  
My name is [Insert your full name]. I am the [parent / legal guardian] of [Insert Child’s Full Name]. My [son/daughter] is in [insert grade number] grade, and my child is scheduled to [read XXX book /or/ discuss XXX topic], which would conflict and contradict with my family's sincerely held religious and moral values.  
  
Thus, I request my child opt-out of this [book reading / lesson / discussion]. I choose to personally discuss this topic at home with my child as needed.  
  
As this child's [parent / legal guardian], I should be able to request my child’s school provide them with a religious accommodation and excuse them from certain lesson plans, special educational programs, or other school activities that contradict our family’s sincerely held religious beliefs.  
  
Because there is such a diversity of views and perspectives within the American Muslim community, the sincerely held religious beliefs of one Muslim family may not always be the same as another.  
  
Some Muslim students may participate in a school activity that other Muslim students will refrain from. Ultimately, the decision to involve their child in these activities is at the parent or guardian's discretion. It is the school’s responsibility to provide a religious accommodation to those families that make such a request.

Accordingly, I hereby express my desire that my child be excused from any participation in related classes, programs, or instruction. My child will receive appropriate instruction on these subjects at home.  
  
I also do not consent to my child receiving any similar instruction on these subjects in after- school programs conducted by school personnel, by any outside organization, or by other students or minors.  
  
I truly appreciate your understanding in this matter. Please let me know what accommodations [insert child’s name] will need for this matter. You may reach me at [insert email and phone number].

Sincerely,  
  
[PARENT NAME]

ADDRESS

CITY, STATE, ZIP CODE

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