

**Letter of Undertaking of KG Section who want their ward to repeat a class**

Date: \_\_\_\_\_

To  
The Principal  
Sunbeam School \_\_\_\_\_

Dear Principal

I parent/guardian of \_\_\_\_\_ of class & Sec. \_\_\_\_\_  
have been closely observing my child's progress throughout the year.

I would like to put forward my concern with respect to his/her academic progress in the session  
\_\_\_\_\_

I understand that his/her performance In this session has been very average and as such is not ready  
for the next class.

Therefore, this is to request you to allow my child to repeat the same class for 1 more year. This  
decision has been taken by me after careful consideration and I assure you not to change decision in  
future.

Yours Sincerely,

Signature of Parent / Guardian

Name of Parent (in BLOCK Letters) : \_\_\_\_\_

Name of Student(in BLOCK Letters) : \_\_\_\_\_

Class / Sec. of Student : \_\_\_\_\_

Mobile No. (Parent/Guardian) : \_\_\_\_\_