Dear Principal:

We are the parents of Young Muslim, a _______ grader in Public Elementary School this year. We are excited about this academic year.

This year back to school coincides with the holy month of Ramadan, which started on August _, 2010 according to the new moon. Ramadan is the ninth month of the Islamic lunar calendar. Muslims are required to fast during this month. We do not eat or drink between dawn and sunset each day during the month of Ramadan, which lasts 29 or 30 days. The month ends with the celebration of Eid al Fitr.

Although Young Muslim is not yet at an age where he is required to fast, he looks forward to Ramadan every year. He maybe a bit tired in class as this is a month of great festivity and social gatherings for us, akin to the holiday season in December.

We would love to come to school and share our holiday with Young Muslims’ class. This is a great educational opportunity for the students to learn about Ramadan and about the diversity in our multicultural society.

Do contact us so that we can meet and discuss this presentation. You can reach us at (123) 456-7890 in the evenings, Mr. Muslim cell number is (123) 555-5555 or Mrs. Muslimah at (123) 555-6666.

We look forward to hearing from you. Thank you for your time and attention.

Sincerely,

Mr. Muslim and Mrs. Muslimah