

Date: [Insert Date]

To,  
The Headmaster  
[School Name]  
[School Address]

Subject: Formal Complaint Regarding Bullying and Lack of Effective Response

Dear Sir/Madam,

I am writing to formally bring to your attention a matter of serious concern regarding the persistent bullying that has been occurring at [School Name]. As the parent/guardian of [Student's Name], a student in [Class/Grade], I feel deeply troubled by the continued incidents of bullying my child has experienced on school premises and the apparent lack of sufficient response from the school authorities.

Despite several attempts to communicate with teachers and administrative staff regarding these distressing situations, there has not been a satisfactory or effective resolution. The emotional and psychological impact this has had on my child is substantial, and it is my firm belief that no student should feel unsafe or unsupported in their educational environment.

I urge you to take immediate and decisive action to thoroughly investigate the incidents of bullying, hold those responsible accountable, and implement stronger anti-bullying policies within the school. Furthermore, I request improved communication between the school and parents regarding such matters, and regular updates on actions taken to protect the welfare of our children.

I trust that you will treat this issue with the seriousness it deserves, and I look forward to your prompt response outlining the steps that will be taken to ensure a safe, respectful, and nurturing environment for all students at [School Name].

Thank you for your attention to this critical matter.

Sincerely,  
[Your Name]  
[Your Contact Information]