

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]

[Principal's Name]  
[School Name]  
[School Address]  
[City, State, ZIP Code]

Subject: Formal Complaint Regarding Teacher Negligence in Addressing Bullying

Dear [Principal's Name],

I am writing to you to formally express my deep concern and dissatisfaction regarding the ongoing issue of bullying in [teacher's name]'s class, and the apparent negligence shown by the teacher in effectively addressing this matter.

Despite multiple reports from students and parents, including myself, outlining specific incidents of bullying, it has come to my attention that [teacher's name] has failed to intervene or take appropriate actions to ensure the safety and well-being of all students. This lack of response not only undermines efforts to foster a healthy and supportive learning environment but also places affected students at continuous risk, impacting them emotionally, socially, and academically.

Such negligence is deeply concerning and falls short of the school's commitment to providing a safe and respectful environment for every student. Bullying can have lasting effects, and timely intervention by faculty is critical in preventing escalation and supporting those involved.

I respectfully request that you conduct an immediate and thorough investigation into this matter. I urge the administration to implement appropriate corrective measures, provide necessary support to affected students, and ensure all faculty and staff are reminded of their responsibilities regarding bullying prevention and response.

I trust that the school will treat this complaint with the seriousness it warrants and take prompt action to address the situation. Please keep me informed of any developments or actions taken regarding this issue.

Thank you for your attention to this serious matter.

Sincerely,  
[Your Name]