Your Name  
Your Address  
PIN Code

Date:

The Principal  
Name of school  
School Address  
PIN Code

Dear (Insert Name of Head)

My name is (Insert your name) and I am the Parent / Guardian of (Insert Child’s Name).

I am concerned over my child’s safety when using the internet and have been made aware of workshops on Cyber Safety conducted by ‘Be Safe in Cyberspace’, which are available to parents and run through schools.

These interactive sessions guide parents how to ensure that their children safe on the Internet. I was wondering if you had any plans to adopt this training at our school as I think that this would be an extremely worthwhile course for the parents of our school.

For more information on the Be Safe in Cyberspace workshops please visit www.besafeincyberspace.in

Kind regards

(Insert your name)