

[Your School's Letterhead]

[Date]

Dear [Student's Name] and Family,

Welcome back to another exciting school year at [School's Name]! We hope that you all had a wonderful summer filled with fun and relaxation.

As we prepare for the upcoming school year, we wanted to share some important information with you:

****First Day of School:****

- Date: [Insert date]

- Time: [Insert start time]

- Location: [Insert classroom or meeting location]

****Supply List:****

Please ensure that your child comes prepared with the following supplies:

- [Item 1]

- [Item 2]

- [Item 3]

- [Item 4]

- [Item 5]

****Meet the Teacher Night:****

We invite you to join us for our Meet the Teacher Night on [insert date and time]. This is a wonderful opportunity to meet your child's teacher and learn more about the curriculum and expectations for the year.

****Important Dates to Remember:****

- [Date]: [Event/Deadline]

- [Date]: [Event/Deadline]

- [Date]: [Event/Deadline]

We are looking forward to an amazing year filled with learning, growth, and fun! If you have any questions or concerns, please feel free to reach out to the school office at [office phone number] or [email address].

Thank you for your support and cooperation. Let's make this a fantastic school year together!

Warm regards,

[Your Name]

[Your Title]

[School's Name]

[Contact Information]