

[Your School's Letterhead]

[Date]

Dear Parents and Guardians,

We are excited to welcome you and your child to our Kindergarten class for the upcoming school year! As we prepare for a wonderful year of learning and growth, we want to share some important information with you.

****Classroom Supplies:****

Please ensure that your child brings the following items on the first day of school:

- A backpack
- Lunchbox
- Crayons (24 pack)
- Safety scissors
- Two glue sticks
- A box of tissues

****Meet and Greet:****

We will have a Meet and Greet on [Date] at [Time]. This will be a great opportunity for you to meet the teachers and other families in our classroom community.

****School Policies:****

Please review the attached school policies regarding attendance, behavior, and communication. We believe that a strong partnership between home and school is vital for your child's success.

****Communication:****

We will send home a weekly newsletter every Friday outlining what we will be learning in class and any important announcements. Please feel free to reach out to us via email or phone with any questions.

Thank you for your support and cooperation. We look forward to a fantastic year together!

Warm regards,

[Your Name]

[Your Position]

[Contact Information]

[School Name]