

[Your School/Setting Name]

[Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Dear Parents/Carers,

We hope this message finds you well. As we approach the upcoming holiday, we wanted to send a friendly reminder regarding important dates and information related to the Early Years Foundation Stage (EYFS).

****Holiday Dates:****

- Start Date: [Insert Start Date]

- End Date: [Insert End Date]

****Key Reminders:****

1. ****Attendance:**** Please ensure your child attends school regularly before and after the holiday to maintain consistency in their learning.

2. ****Activities:**** We encourage you to engage your child in educational activities during the break, such as reading together or exploring nature.

3. ****Communication:**** If you have any questions or concerns, feel free to reach out to us via email or phone.

We wish you and your family a wonderful holiday!

Best regards,

[Your Name]

[Your Position]

[Your School/Setting Name]