

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Date]

Dear Kindergarten Families,

As the holiday season approaches, we want to take a moment to express our gratitude for your support and involvement in our classroom this year. It has been a joy to watch your children learn and grow, and we are excited to celebrate this special time together.

This December, we will be engaging in various holiday-themed activities that promote creativity and teamwork. Please feel free to send in any holiday decorations or crafts that your child would like to share with the class!

We will also be having a holiday party on [date] at [time]. We invite all families to join us for an afternoon of fun, games, and celebration. If you are available to help with refreshments or activities, please let us know.

Wishing you and your family a joyful holiday season and a happy New Year!

Warm regards,

[Your Name]  
[Your Position]  
[School Name]