

[Your School's Letterhead]

[Date]

Dear Parents and Guardians,

We are excited to invite you to our upcoming Kindergarten [Event Name], taking place on [Date] at [Time]. This is a wonderful opportunity for our little learners to showcase their skills and creativity while having fun with their friends and families!

****Event Details:****

- ****What:**** [Brief description of the event]

- ****Where:**** [Location]

- ****When:**** [Date and Time]

- ****Who:**** All kindergarten students and their families are invited!

We encourage you to participate and support your child as they [mention specific activities, e.g., perform, display artwork, participate in games]. It promises to be a delightful day filled with laughter and joy!

Please RSVP by [RSVP Deadline] so we can prepare accordingly. You can reply via [contact method, e.g., email, phone, or a sign-up sheet].

If you have any questions or would like to volunteer, please feel free to reach out. We look forward to celebrating with you and making lasting memories!

Warm regards,

[Your Name]

[Your Title]

[School Name]

[Contact Information]