



Hey parents and kiddos, welcome to the [ACADEMIC YEAR] school year at [PRESCHOOL NAME]!

We hope you’re as excited as we are for a fun-filled year of learning, playtime and making new friends. Our teachers can’t wait to get to know every one of you and help your little ones continue their journey of discovery.

Be sure to look out for important information in your welcome packet, including:

* Curriculum information
* School events
* Policies

As per our administrative policy, we request that you visit the link below to download, read, sign and return a copy of each of our four policies (classroom, lunchroom, sick and medication policies) to your child’s teacher before [RETURN DATE].

[INSERT LINK TO DOWNLOAD POLICIES]

And don’t forget about our parent welcome meeting on [DATE], where we’ll have the chance to introduce ourselves in person and answer any questions you may have. You will be able to meet your child’s teacher, learn about their classroom and ask questions.

We can’t wait for the adventure that awaits us this year at [PRESCHOOL NAME].

Sincerely,

[PRESCHOOL NAME] Staff