

Class Cancellation Notice

Dear Students and Parents,

We would like to inform you that all classes scheduled for **[Date]** will be canceled due to necessary maintenance work at the school.

We apologize for any inconvenience this may cause and appreciate your understanding as we work to improve our facilities.

Classes will resume on **[Date of Resumption]**.

If you have any questions, please feel free to contact the school administration.

Thank you for your cooperation.

Sincerely,
[Your Name]
[Your Position]
[School Name]