

Transportation Arrangement Confirmation

Date: [Insert Date]

Dear [Parent/Guardian's Name],

We are pleased to confirm the transportation arrangements for your child, [Child's Name], for the upcoming school year.

Details of the arrangement are as follows:

- **Pickup Location:** [Insert Pickup Address]
- **Drop-off Location:** [Insert School Address]
- **Pickup Time:** [Insert Pickup Time]
- **Return Time:** [Insert Return Time]

Please ensure that your child is ready at the designated pickup time. If you have any questions or need to make adjustments to this arrangement, feel free to contact us at [Insert Contact Information].

Thank you for choosing [School Name] for your child's education!

Sincerely,

[Your Name]

[Your Position]

[School Name]

[Contact Information]