

Private School Semester Holiday Timetable

Date: [Insert Date]

Dear Parents and Students,

We hope this message finds you well. As we approach the semester break, please find below the timetable for the upcoming holiday period:

Holiday Timetable

Date	Event	Notes
December 20, 2023	Last Day of Term	School closes at 1 PM
December 21, 2023	Begin Semester Break	No classes
January 2, 2024	School Reopens	Regular schedule resumes

We wish all students a safe and enjoyable holiday. Thank you for your continuous support.

Best Regards,

[School Name]

[Contact Information]