

# Important Notice: Weather Shutdown

Dear Parents and Guardians,

We hope this message finds you well. Due to the unexpected severe weather conditions forecasted for our area, we are notifying you that the school will be closed on **[Date]**.

The safety of our students and staff is our highest priority, and this decision has been made in the best interest of everyone involved. We will continue to monitor the weather situation and will provide updates regarding the reopening of the school.

Please ensure that your children are safe during this time. If you have any questions or concerns, feel free to reach out to the school office at **[Phone Number]** or **[Email Address]**.

Thank you for your understanding and cooperation.

Sincerely,

**[Principal's Name]**

[School Name]

[School Address]