

Notice of Alteration to School Dress Code Policy

Date: [Insert Date]

Dear Parents and Guardians,

We hope this message finds you well. We are writing to inform you of an upcoming alteration to our school dress code policy that will take effect starting [Insert Effective Date].

The changes aim to promote a positive learning environment while ensuring that all students feel comfortable and respected. The key alterations are as follows:

- [Insert detail of alteration 1]
- [Insert detail of alteration 2]
- [Insert detail of alteration 3]

We encourage all parents and guardians to review these changes with their children and ensure compliance. Your support in enforcing these new guidelines is greatly appreciated.

If you have any questions or need further clarification, please do not hesitate to contact the school office at [Insert Contact Information].

Thank you for your cooperation and support.

Sincerely,

[Your Name]

[Your Title]

[School Name]