

Notification of Key Dates Revision

Dear Parents and Guardians,

We wish to inform you of some important revisions to our school calendar for the upcoming academic year. Please take note of the following key dates:

- First Day of School: **September 5, 2023**
- Winter Break: **December 22, 2023 - January 5, 2024**
- Spring Break: **April 15, 2024 - April 19, 2024**
- Last Day of School: **June 14, 2024**

We appreciate your understanding and support as we make these adjustments. Should you have any questions, please feel free to reach out to our administration office.

Thank you for your attention.

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