

School Closure Notice

Date: [Insert Date]

Dear Parents and Guardians,

We hope this message finds you well. Due to the severe weather conditions forecasted for our area, we have made the decision to close [School Name] on [Closure Date]. The safety of our students and staff is our highest priority, and we believe this decision is in their best interest.

All school activities, including after-school programs and sports events, are also canceled for this day.

We will continue to monitor the weather situation and will provide updates regarding the reopening of the school as necessary. Please stay safe and take the appropriate precautions during this time.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[School Name]

[Contact Information]