Dear Parents and Guardians,

We are excited to announce our upcoming Summer Instructional Programs designed to enhance learning and provide engaging educational experiences for our students. Our programs will run from July 1 to August 15, 2023.

Program Details:

- **Program 1:** Math Enrichment Focus on problem-solving and critical thinking.
- **Program 2:** Science Exploration Hands-on experiments and field trips.
- Program 3: Reading and Literacy Engaging activities to boost reading skills.

Registration:

Registration opens on May 1, 2023. Please visit our website or contact the main office for more information.

Contact Information:

If you have any questions or need additional information, feel free to reach out to us at:

Email: summerprograms@school.org

Phone: (555) 123-4567

We look forward to an exciting summer filled with learning and fun!

Sincerely,

[Your Name] [Your Title] [School Name]