

Notification of Extended School Year Participation

Date: [Insert Date]

Dear [Parent/Guardian's Name],

We are pleased to inform you that your child, [Child's Name], has been selected to participate in the Extended School Year (ESY) program for the upcoming summer session.

The ESY program will run from [Start Date] to [End Date], and will be held at [Location]. The program aims to provide continuous educational opportunities and support to students to prevent regression in their learning.

Please review the attached schedule and program details. We encourage you to complete the attached consent form and return it by [Return Date] to confirm your child's participation.

If you have any questions or concerns, please do not hesitate to contact us at [School Phone Number] or [Email Address].

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Title]

[School Name]

[School Address]