

Dear Parents and Guardians,

We hope this message finds you and your family well. We are excited to announce the reopening of our school on **[insert date]**.

As we prepare for the return of our students, we want to assure you that the health and safety of our community is our top priority. We have implemented several measures in accordance with local health guidelines:

- Regular sanitation of classrooms and common areas
- Mandatory mask-wearing for staff and students
- Social distancing protocols in place
- Regular health screenings for all individuals entering the school

On the first day, we will have a brief orientation session to go over the new guidelines and expectations for the school year. We encourage you to participate by attending our virtual meeting on **[insert date and time]**.

Your support and cooperation are greatly appreciated as we navigate this transition together. Please feel free to reach out with any questions or concerns.

Thank you for your understanding and support. We look forward to welcoming back our students!

Sincerely,

[Principal's Name]

Principal, **[School Name]**