

School Transportation Route Adjustment Notice

Date: [Insert Date]

Dear Parents and Guardians,

We hope this message finds you well. We would like to inform you of an upcoming adjustment to the school transportation routes for the [School Name] effective [start date of adjustment]. This adjustment is necessary to improve efficiency and ensure the safety of our students.

The new routes will be as follows:

- Route A: [Description of Route A]
- Route B: [Description of Route B]
- Route C: [Description of Route C]

We understand that changes may cause some inconvenience, and we appreciate your understanding and cooperation during this transition. For any questions or concerns, please do not hesitate to contact the school office at [contact number] or [email address].

Thank you for your attention to this matter.

Sincerely,

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