

Holiday Break Notification

Dear Students and Parents,

We hope this message finds you well. We would like to inform you that the upcoming holiday break will begin on **[Start Date]** and will end on **[End Date]**.

Classes will resume on **[Resume Date]**. We encourage all students to take this time to relax, recharge, and spend quality time with family and friends.

Thank you for your attention, and we wish everyone a joyous holiday season!

Sincerely,
[Your School's Name]
[Your Name]
[Your Position]