

School Closure Notification

Dear Parents and Guardians,

We would like to inform you that **[School Name]** will be closed on **[Date]** due to **[Reason/Event]**. During this time, we encourage our students to participate in the special activities planned for the event.

Classes will resume on **[Return Date]**. Thank you for your understanding and support.

Best Regards,

[Your Name]

[Your Position]

[School Name]

[Contact Information]