

Welcome to Our After-School Program!

Dear [Parent's Name],

We are thrilled to welcome you and your child to our After-School Program at [School/Organization Name]! We are excited that your child will be joining us this year, and we look forward to a wonderful experience together.

Our program will start on [Start Date] and will run every weekday from [Start Time] to [End Time]. We have a variety of activities planned, including [mention any specific activities or programs], ensuring that each child has the opportunity to learn, explore, and have fun.

Please find the attached forms for you to complete before the first day. If you have any questions, don't hesitate to reach out to us at [Contact Information].

We appreciate your commitment to your child's growth and look forward to seeing you at our orientation on [Orientation Date].

Best regards,

[Your Name]

[Your Title]

[School/Organization Name]

[Contact Information]