**Sample Preschool or Kindergarten Back-to-School Letter**

Dear PARENT NAME:

We’re so excited that CHILD’S NAME will be joining us for preschool/kindergarten this year! It’s going to be an exciting year, with your child learning the basic skills that will help him/her eventually learn to read, do math and be a good student.

I’m looking forward to seeing you at TIME on 1st day of school DATE. We’ve been planning some great activities and assignments. DESCRIBE SOME SPECIFICS ABOUT YOUR PROGRAM/CLASSROOM.

Include something about the precautions you are taking to safeguard children against Covid-19 and the delta variant.

We want you to be a part of the learning process! We look forward to learning more from you about your child’s strengths and challenges. After all, you are CHILD’s name first teacher.

To make sure your child benefits as much as possible from the preschool/kindergarten experience, your child needs to show up every day whenever possible. Even in preschool/kindergarten, children who miss too many days miss out on lessons, social activities and friendships.

How many absences are too many? Missing 10%, or more than two days a month, can impact a child’s learning and establish attendance habits that are hard to break. We’ll be sending playful calendar sheets home that can help you and your child track absences.

Some absences may be unavoidable because of illness or other reasons. Try not to let your child miss school unless absolutely necessary. If a problem emerges with health, food, transportation, housing or anything else, let us know so we can help. We are here to help you get your child to preschool/kindergarten on time every day !

We look forward to seeing you and (CHILD’s NAME).

Sincerely,

Name of Teacher or Program Director