**Sample Winter Weather Letter to Families**

**Insert your logo and contact information**

Dear Families and Caregivers,

This is the time of year when winter weather takes a toll on school attendance. Snow and rain can keep parents from getting their children to school. So can colds, fevers and earaches.

These absences, even if they are excused, add up to lost learning time, and can result in student disengagement and lower grades. Please consider these steps to avoid absences this winter.

1. Develop back up plans for getting your children to school. Check who can give your children a ride if you can’t take them, or form a “walking school bus” to walk to school with other families.
2. Keep your children healthy. Encourage them to wash their hands, and give them a bottle of hand sanitizer.
3. Dress your children for the cold weather. If you need help with winter clothing, call the school.
4. If your children do get sick, talk to a doctor or the school nurse about when it is okay for them to attend school.
5. If you are concerned your child may have Covid-19, or if your child seems anxious about attending school, call the school for advice.
6. If your child needs to stay home due to quarantine, talk to your teacher to find out about resources, including computer or internet access, that they can use at home to keep learning.

*Let us know how we can help you. If you’re having trouble, need resources or advice, please call us at [Insert phone number] and ask to speak with [insert name].*

Thank you for partnering with us to make sure your child learns, thrives and succeeds.

Sincerely,

[INSERT NAME]