

Date_____

Dear _____Homeroom,

Welcome to a new school year!

During the course of this year, I/we will be contacting you from time to time to ask for your help with various projects and parties that are being planned for our children.

Our primary form of communication will be through email, so thank you in advance for providing email addresses. If you do not have an email address, please let me/us know and we will be happy to leave hard copies in your child's folder.

I/We want to invite each of you to be involved as much as you would like. You will be contacted prior to each event with details and requests.

Please contact me/us with any questions. Thank you in advance for your help and we are looking forward to a great year!

Sincerely,

Room Parent(s)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Name

Phone #

Email

Please tear off and return to your homeroom

CONTACT INFORMATION –Please Print Clearly

TEACHER NAME_____

CHILD'S NAME_____ **PARENT NAME**_____

PHONE #_____ **PARENT EMAIL ADDRESS**_____