**Important Information**

**from**

**(school name)**

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Main office #

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Office hours

School begins at:

School ends at:

Drop off and pick up

locations:

Important dates to remember:

List important dates such as holidays, inservice days, parent teacher conference dates, etc.

*Provide other information that would be useful for families such as, reminders of the importance of attendance on test days and suggestions for a good breakfast for their child.*

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