**Email and Letter to Parents/Guardians/Students from Principal/School Superintendent**

Dear (Insert Parent/Guardian/Student name),

The new school year is just weeks away! This fall, we are returning to full-time, in-person school. We’re looking forward to having students back in the classroom. For students and families, this may bring up a mix of feelings like excitement, opportunity, anticipation and nervousness.

We’re planning to kick the school year off with **Care and Connection Week**. We’ll devote the first full week of the school year to building care, connection, and community, and creating welcoming spaces for everyone. We all know that mental health is a cornerstone of a good education, and believe it’s essential to take the time and space to reconnect, make meaning of the last year, and set the foundation for the year ahead.

Each of us reflect and connect in different ways. Many schools and staff may already do this with “getting to know you” activities. Some will use art, music, movement, nature and other opportunities for students to express themselves and connect with others. Some students may prefer to remain quiet, or may communicate in a number of ways. That’s OK. Care and Connection activities will always be invitational.

We invite your family and all of our school community to participate by [how do you want them to support Care and Connection during the first week of school and beyond?]

As students head back to in-person school this fall, it’s also a time to focus on promoting mental health. The Oregon Department of Education has many [resources](https://www.oregon.gov/ode/students-and-family/equity/SchoolSafety/Pages/Mental-Health-Guidance.aspx) for students and families to help support mental and emotional health and well-being. We’re also here to support you by [what resources do you have in place to provide mental health services and supports to students?]

Oregon school districts are updating their health and safety plans to serve the needs of students and families. Learn how our school district is preparing for the new school year at **Oregon.gov/readyschools**.

We’re so eager to see you all back in school soon!

Warm regards,

(Insert Principal/School Superintendent)