Dear <<insert student name>>, 

School starts on <<Insert date>>, and I am excited to see you in my classroom! I have a lot of fun lessons to share with you. My goal this year is to help you get to school every day, so you can learn new things.

It is important to ask for help if you can’t get to school. You can call or text me at (XXX) XXX-XXXX or <Insert counselor’s name>, our school counselor, at (XXX) XXX-XXXX.

Here are some tips to help you get to school on time every day:

- Have a bedtime and morning routine.
- Pick out your clothes and pack your backpack every night.
- Have a plan to get to school if you miss the bus.
- Talk to me or <<Insert counselor’s name>> if you are scared to come to school.

See you soon!

Your teacher,

<<Insert name>>