

Dear Mr. Atleo,

Hugh Elementary School would be pleased to welcome Mellissa as a student for the 2005/2006 school year. In order to reserve Mellissa's spot in class this coming September, we would need to have all her information registered by July 2005. All arrangements for school bus transportation must be made at this time as well. Classes will commence at 8:30 am September 5th. We do recommend coming a bit earlier on the first day of class so you can help your child get adjusted (sometimes it is harder for the parents then it is for the children).

Thank you for your interest in having Mellissa attend Hugh Elementary School. I look forward to meeting yourself and Mellissa in person this September. Until then, warm wishes for a wonderful summer.

In friendship,

Mrs. Smith
Grade 1 Teacher