

## Educational institution weather cancellation notice

Subject: URGENT: School Carnival Postponed Due to Weather Conditions

Dear Parents, Students, and Families,

The safety of our school community is our top priority. Due to the severe weather forecast for this weekend, including thunderstorms and possible hail, we must postpone the Annual Spring Carnival originally scheduled for Saturday, [Date].

The decision was made following consultation with district administration and local emergency management officials. Current weather predictions indicate unsafe conditions that could pose risks to students, families, and volunteers.

**New Date:** We are working to secure a makeup date and will announce it by Tuesday via school email, website, and social media.

**Tickets and pre-orders:** All purchased tickets remain valid for the rescheduled date. Refunds are available for those who cannot attend the new date.

**Volunteers:** We will contact all registered volunteers once the new date is confirmed.

Thank you for your understanding and flexibility. Questions may be directed to the main office at [Phone Number].

Sincerely,

[Principal Name]

[School Name]

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