

Informal Nursery Termination Letter

Subject: Notice of Nursery Exit

Hello [Parent Name],

We want to let you know that, unfortunately, [Child Name]'s enrollment at [Nursery Name] will end on [Termination Date]. This is due to [Reason].

We hope to assist you in any way during this transition and wish [Child Name] the best in future endeavors.

Best regards,

[Nursery Staff Name]

[Nursery Name]

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