*Please send the following communication to families as soon as possible prior to April 27.*

Dear [School Name] families,

I wanted to provide an update about the class schedule for Friday, April 27. Due to significant anticipated teacher absences, **DPS** **is cancelling all classes for Friday, April 27**, including at our school.

DPS has been working in partnership to press our state government to restore education funding to our schools. The statewide teachers association, the Colorado Education Association (CEA), is planning a statewide rally of educators on Friday, April 27, to advocate for greater state funding and expects that many of our teachers will participate.

We had originally planned an early release on Friday, but due to the number of teachers planning to take the entire day off on Friday, DPS did not believe we would be able to keep our schools open on Friday. This is the case with most of our surrounding districts as well.

We want to support you through this change. Below is some information to help you plan for this non-student day.

**Meals available for students: [for schools with 50% or more free-and-reduced lunch population]**

To ensure our students have access to a meal this day, our school is offering [insert meals (either breakfast or lunch, or both)] on Friday, April 27, at no cost to students. [insert when meals will be served.] Please reach out if you have questions.

**Childcare options:**

If you have concerns about childcare during this time, please contact [insert school contact] regarding information about extended care and community partners who may be able to assist. If you have additional questions, contact the Family and Community Engagement team’s family hotline at 720-423-3054.

Families that are currently enrolled in Discovery Link can sign up for full-day care, which will be held at designated locations throughout the city. Interested families can learn more and sign up for care at discoverylink.dpsk12.org.

**Athletics:**

[Insert your school’s plan for athletics and afterschool activities. Remember, all district-scheduled high school athletic games will **not** be cancelled. Middle school athletic games are cancelled.] Please confirm with your student’s team for the latest updates.

**Shakespeare Festival: [for schools participating]**

The 34th Annual Shakespeare Festival is scheduled as planned. More information will be shared soon regarding transportation for families on April 27.

If you have questions or concerns, please don't hesitate to reach out to me at [phone number] or [email address].

Sincerely,

[Principal's name]