

[Date]

[Parent/Guardian Name]

[Street Address]

[City, State, Zip Code]

Subject: Notice of School Attendance Boundary Change

Dear [Parent/Guardian Name],

This letter is to formally notify you that following the recent district redistricting process, the attendance boundaries for [School District Name] have been adjusted. These changes will take effect starting in the [Year/Year] academic school year.

Based on your current residential address, your child(ren) will be affected by this change. Your assigned school for the upcoming year is listed below:

- **Current School:** [Name of Current School]
- **New Assigned School:** [Name of New School]

We understand that a change in school assignment can be a significant transition for your family. To assist with this move, the district will provide the following resources:

- Updated transportation and bus route schedules.
- Automatic transfer of all student records and registration data.
- Orientation sessions and school tours at the new location on [Date].

If you wish to appeal this assignment or apply for an intra-district transfer to remain at your current school, please submit the [Name of Form] to the District Office by [Deadline Date].

For more information regarding the new boundaries, please visit our website at [Website URL] or contact the Enrollment Office at [Phone Number].

Sincerely,

[Signature]

[Name of Superintendent/Official]

[Title]

[School District Name]