

# TEMPLATE Family Wellness Night

## Promotion Schedule

### Email Schedule

#### **4/25/2018 – Send out Registration Form with this email**

Introducing our school-wide **Family Wellness Night**, open to students and parents alike! It will be held at school on **DATE** from **TIME**. It will feature a whole host of wellness activities from **ACTIVITIES**. It promises to be energetic, healthy, but most of all, a great time. Please send your registration forms back to the office no later than **DATE**.

If you have any questions please do not hesitate to contact the school office or **TEACHER/PARENT NAME**, at **NUMBER** or **EMAIL**. There is limited space so get in fast.

There are volunteer options available that are listed below. Please be in contact with **TEACHER/PARENT** at **EMAIL** to volunteer for one of these positions:

- Arts and crafts
- Food station
- Ticket Station
- Class supervision
- Greeting Station
- Other

(attach Registration Form pdf)

#### **5/2/2018– Send out reminder email with registration form:**

Spaces are filling up for our Family Wellness night, open to students, parents and caregivers alike. It will be held at school on **DATE at TIME**. The evening will feature a whole host of wellness activities from **ACTIVITIES** and much more. Please send in your registration forms no later than **DATE**.

If you have any questions please do not hesitate to contact the school office or **TEACHER/PARENT NAME**, at **NUMBER** or **EMAIL**. There is limited space so get in fast. For those of you who have signed up already we can't wait to see you!

(attach Registration Form pdf)

#### **5/9/2018 Send out reminder email with this blurb**

**If close to being full:** We are nearly full for our first schoolwide Family Wellness night for students, parents, and caregivers. We can't wait to see you in our school on **DATE at TIME** for a whole host of wellness activities including **ACTIVITIES**.

Registration closes on **DATE**, so get those forms in now! For those of you who have signed up already we can't wait to see you!

If you have any questions please do not hesitate to contact the school office or TEACHER/PARENT NAME, at NUMBER or EMAIL.

(attach Registration Form pdf)

#### **(Registration for event by DATE)**

#### **5/11/2018 Send out reminder email with this blurb**

Registration for our first schoolwide Family Wellness night for students, parents, and caregivers closes on **DAY OF THE WEEK** so remember to get those registration forms in. We can't wait to see you in our school on **DATE at TIME** for a whole host of wellness activities including ACTIVITIES.

For those of you who have signed up already we can't wait to see you!

If you have any questions please do not hesitate to contact the school office or TEACHER/PARENT NAME, at NUMBER or EMAIL.

(attach Registration Form pdf)

#### **5/16/2018 – Send out reminder email with this blurb**

We can't wait to see all of you that have registered for our Family Wellness night **tomorrow at TIME** at school. We are so excited and look forward to a fun, energy-filled night. Don't forget to dress comfortably and bring a water bottle

The timings of events are below: PROGRAM LISTED BELOW (EXAMPLE BELOW)

- Classroom and Hallway Activities
  - 6:00pm – 8:00pm
- Gym:
  - 6:15-6:45pm Zumba
  - 6:45-7:15pm Karate
- Library
  - 7:20-8:00pm Officer Ron

If you have any questions please do not hesitate to contact the school office or TEACHER/PARENT NAME, at NUMBER or EMAIL.

### **Loudspeaker Announcement Schedule**

#### **4/25/2018**

Announcing our first schoolwide Family Wellness night, open to students and parents alike! It will be held in the school on **DATE from TIME**. It will feature a whole host of wellness activities from ACTIVITIES

and much more. It is being run by the school and we can't wait! It promises to be energetic, healthy, but most of all a great time. Registration forms will be sent home this afternoon, so remind your parents to fill out the slip and bring it in fast as there are limited spaces. Bring your registration forms back no later than **DATE**.

– \*You can also play fun music\*

### **5/2/2018**

We've had lots of interest in our Family Wellness night on **DATE** for you and your family. There will be music, fun and a whole host of fun activities such as **ACTIVITIES**. Don't forget to get those registration slips in, space is limited and we wouldn't want you to miss out. If you have lost your slip, head to the office to get a replacement.

### **5/11/2018**

We still have some spaces left for the Family Wellness night next **DAY OF THE WEEK's Family Wellness Night** for you and your family. There will be music, fun and a load of fun activities from Zumba to karate to arts and crafts. Don't forget to get those registration slips in by **end of day DAY OF THE WEEK**, space is limited and we wouldn't want you to miss out. If you've lost your slip head to the office to get a replacement.

### **5/14/2018**

That is it, registration is closed for our Family Wellness night on **DAY OF THE WEEK**. If you still want to come and you haven't brought in your registration slip, please speak to the office.

### **5/16/2018**

We can't wait for the Family Wellness night tomorrow! Thanks to all those who registered. The fun will start at **TIME** at school and will feature **ACTIVITIES** and more.

### **5/17/2018**

We can't wait for our Family Wellness night tonight! Dress comfortably and bring a refillable water bottle. It will start tonight at **TIME**. Remind your parents when you get home.