

## Opening Letter from Principal to go in Prospect Packet

Dear <Parent Salutation>:

**You have made the right decision in looking at St. Michael School for your child! You can't go wrong by putting your child in the hands of faith at St. Michael. Let me tell you why.**

**First, the education your son or daughter receives lasts a lifetime.** St. Michael School academically prepares your child for a lifetime of success. As evidence of this, I can point to the school's accreditation, talented faculty, student progress on standardized tests, and how well our students perform later on in high school. **Call me or stop in and visit so that I can share with you these and many other examples of our wonderful academic program.**

**Second, your child is taken care of both physically and emotionally at St. Michael.** Our staff and faculty are trained to provide excellent care for your child. Working with local law enforcement and emergency personnel our school follows policies and procedures that ensure that your child is safe. At St. Michael every student's happiness matters. Our staff and faculty reach out to care for your child in the most sincere, compassionate, and loving manner. **Contact any of our school families to find out firsthand how we care for them.**

**Third, spiritual growth and faith development underscore everything we do for your child while he or she is a student here.** As a Catholic school, we don't view the faith life of your child as separate from his or her regular academic learning. We believe and we teach that God can be found in all academic subjects as the master artist, the logical mind behind mathematical equations, the scientific source of all creation, the historian who intervenes on behalf of human history, the author of all languages, and the great communicator who wants us to live in peace with all our brothers and sisters, even those from different cultures and walks of life. **Contact the school office to schedule a visit to see how we do this in the classroom.**

This is the start of your journey with St. Michael School. Please know that we are here to walk with you and your family. **Here are suggested next steps...**

1. Call the school office at (937) 123-4567 to learn more about the school, ask questions, or simply to schedule a visit.
2. Email your questions to [example@stmichaelripley.org](mailto:example@stmichaelripley.org).
3. Check us out on the web at [www.stmichaelcatholicschool.org](http://www.stmichaelcatholicschool.org). We have a special section on our web site for prospective families.

Peace Be with You,

Mrs. Susan Example  
Principal  
St. Michael School