

Dear Parents/Guardians,

On **November 19 [or whichever date your school chooses]**, NYC Public Schools will engage in a Climate Action Day about **Energy**.

On behalf of **YOUR SCHOOL'S GREEN TEAM/STUDENT CLUB/STUDENT COUNCIL**, we are requesting your support and participation in Climate Action Day.

On **DATE**, we are asking the entire school community to take part in a **[full day/half day]** program:

(choose one of these actions and explain what you will need from families in order to participate):

- **Lights Out Hour** – use natural light instead of overhead lighting
- **Walk/Bike/Take Public Transportation to School**
- **Minimize Use of Computers, Smart Boards, and other Electronics**
 - **Energy Pledge** – create a pledge for staff, students, and families to commit to conserving energy
 - **Power Down Lunch Hour** – lunch period without screens
 - **[For elementary schools]** – pick an Energy-themed book for World Read Aloud Day

AND

Please edit this section based on your needs- What do YOU need from parents/guardians?

- **Chaperones for a field trip?**
- **Attendance at a STEM fair?**
- **Materials/resources brought to school?**

Example: In order for this day to be a success, we would love to see you at our school's STEM fair on Wednesday, April 9 to support our students as they showcase their projects!

Thank you for helping us build a better future for our students and our planet!

Your support and dedication will help our **Green Team** lead a successful **Waste** Climate Action Day on **DATE**.

Best,

[Name]