



RAMADAN

2026

*A toolkit for Muslim
students in public schools*

RAMADAN WELCOME LETTER

Dear [Teacher/Principal Name], Dear [Teacher/Principal Name],

As Ramadan approaches (expected Feb. 17-Mar. 18, 2026), many Muslim students will be observing this important month by fasting and will abstain from all food and drink, including water, from dawn to sunset each day of the month.

RAMADAN IS THE NINTH MONTH OF THE ISLAMIC CALENDAR AND IS OBSERVED BY MUSLIMS WORLDWIDE AS A PERIOD OF FASTING, REFLECTION, AND SPIRITUAL GROWTH. THE HOLIDAY OF EID AL-FITR, WHICH MARKS THE END OF RAMADAN, IS A JOYOUS CELEBRATION OF COMMUNITY AND GRATITUDE, EXPECTED ON MAR. 19, 2026.

To support fasting students, we kindly request:

1. PE/Gym: Allow students to opt out of strenuous activities due to lack of hydration.
2. Lunch: Provide an alternative space (e.g., library/computer lab) instead of the cafeteria. Parent/community volunteers can help supervise if needed.

If helpful, a parent representative is available to share age-appropriate, culturally relevant information about Ramadan with your class, with your approval beforehand.

Thank you for fostering inclusivity and supporting our students during this special time.

With respect,

[Name]

[Phone Number]

How to do a Staff Luncheon

Please read this letter fully before contacting your school administration or teachers.

Since Oct. 7, schools have become cautious about parents providing food or gifts for Ramadan or Eid. If administrators express concern about "favoring religion," remind them this is not religious instruction—it's about awareness of what Muslim students experience and an opportunity to show staff appreciation during a month centered on gratitude.

Step 1 – Gauge Parent Participation

- If you have 10+ parents, Option A is best.
- If you have 5 or fewer parents, Option B is likely more manageable.

Consider the size of your school and include all staff (teachers, administrators, and janitorial staff). For example, ASE has 120 staff. PTO hospitality committees usually have these numbers, but avoid sharing your plans with PTO, as some may try to shut down the effort citing "secular" reasons.

Know your capacity, review both options below, and choose the one that works best. We strongly encourage everyone to take on at least one initiative this year.

How to do a Staff Luncheon

Examples of option A :

*** Remember that staff lunch times will have volatility. In larger schools like ASE the staff may go to lunch as early as 10:30 and go all the way to 1:30. Many restaurants will not be able to prepare the food prior to 11:00am. Please keep this in mind when deciding your options for catering and don't forget to include vegetarian options.***

Full Service Lunch – Make it an iftar theme – Mediterranean boneless or baked chicken or gyro's with sides such as hummus, baba janoush, pita bread, salad, dates, ramadan cake, baklava, water and soda, tea or coffee.

This is a really healthy option that can cater to a wide range of people, especially with trending diets. Teachers and staff rave about this set up and really feel spoiled. They talk about it for weeks prior and after. It garners favor with the admin because happy staff is a happy school.

Full service breakfast/brunch – Make it a sahoor theme with Chicken or beef patties, Samosas, Hummus and pita, olives, dates, bagels and cream cheese, fruit selection, baklava, tea and coffee.

How to do a Staff Luncheon

Examples of option B:

Grab and Go fruit basket – mini baskets that include an apple, an orange, a banana, pre packaged dates and baklava in disposable condiment containers, and a bottle of water with an electrolyte packet. Pre made baskets are likely to capture the most staff due to their ease of grabbing. The staff can come by at any point in the allotted time frame and is very convenient for teachers.

A la cart – bring a variety of items and provide paper or plastic bags for your teachers to fill up. Examples are containers of baklava, dates, packets of chips, candy, variety of fruit, calligraphy bookmarks, incense packs, water, coffee station. The upside to this version is that teachers and staff will linger longer at your table and allow more engagement time. They only take what they like and you decrease food wastage.

Step 2 – Contacting Administration

Once your group agrees on an option, reach out to the principal or admin you know best—someone visible and engaged in the school. Prior goodwill helps, but it's not required. Do not approach teachers, as they must go through admin and may not fully convey your plan.

Before contacting admin, choose 3 possible dates and times that work for your group. Confirm the final date/time directly with them.

If you receive pushback or a refusal by email, reply only with: "Could I please schedule a face-to-face meeting regarding this?" Then, use the simple awareness-and-gratitude argument (see paragraph 2) when you meet. In person, admins are less likely to deny approval.

How to do a Staff Luncheon

Step 3 - Establish Committees or Leads

- Decide who will collect funds
- Decide who will order food or how items will be collected
- Decide who will help with set up, during the event, and clean up
- Decide who will do the decorating

Step 4 - Collecting Funds & Supplies

- Collecting funds is an *amānah* (trust). Estimate costs upfront and ask parents for a set amount—it's easier to cover expenses this way than relying on open donations. Keep a transparent running total, sharing updates in the group each time funds are received. Any leftover money should be reimbursed or donated to charity (by group agreement).
- Decide if items will be purchased or donated. Non-perishables should arrive at school 1-3 days before the event to avoid last-minute gaps. Drinks should be cooled in advance—use school fridges (with permission) or bring ice. Always appoint a backup person to confirm orders and deliveries. No food = big problem.
- Always have at least 2 people engaging staff per shift to reduce liability and ensure agreements with admin are followed.
- Clean-up is the hardest part—plan for extra help, especially with full lunches.
- Decorations: Use stars, lanterns, and fasting guide posters. You can verbally say “Happy Ramadan,” but keep it non-written.
- Reminder: No pamphlets, flyers, or religious literature. Children’s books should be secular—Curious George works well. Moons and lanterns are simple, non-religious ways to convey Ramadan and Eid. Be creative!

Step 5 - Be Kind & Respectful

- Smile and be genuine—this follows the Sunnah. Engage staff on religious topics only if they ask, emphasizing that the table’s purpose is to raise awareness about fasting students.
- Leave the space as clean—or cleaner—than you found it. Poor cleanup may prevent future participation.

RAMADAN TIPS FOR TEACHERS

1

Wish your Muslim students a “Ramadan Kareem” or “Ramadan Mubarak” which both loosely translate to “Have a Blessed Ramadan.”

2

Read a book about Ramadan or Eid to the class

3

Incorporate it into a relevant lesson plan to educate your class on Ramadan / Eid, along with other world holidays.

