

[Your Kumon Center Name]

[Your Kumon Center Address]

[City, State, ZIP Code]

[Date]

Dear [Parent's Name],

We hope this letter finds you and your family well. At [Your Kumon Center Name], we are committed to the academic success of your child, [Child's Name].

We would like to share some important updates regarding [Child's Name]'s progress in their Kumon studies.

[Insert specific details about the child's progress, achievements, and areas for improvement.]

To support [Child's Name] further, we encourage you to [provide suggestions for practice at home, upcoming events, or resources].

Thank you for your continued partnership and support. We are excited to work together to help [Child's Name] reach their full potential.

Best regards,

[Your Name]

[Your Position]

[Your Kumon Center Name]

[Contact Information]