

[Your Name]
[Your Title/Position]
Kumon Center Name
[Center Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Dear Parents,

I hope this message finds you well. As we progress through the academic year, I wanted to take a moment to communicate some important updates and reminders regarding your child's Kumon experience.

First, I want to commend your child for their hard work and dedication in their studies. It's inspiring to see their growth and commitment.

****Important Dates:****

- [Date] - Parent-Teacher Conference
- [Date] - Assessment Day
- [Date] - Center Closure for Holiday

****Reminders:****

- Please ensure that your child completes their assigned worksheets before their next session.

- Keep an eye on the Kumon Parent Portal for updates on your child's progress.

We are excited to see continued improvement and would like to encourage open communication. If you have any questions or concerns, please don't hesitate to reach out.

Thank you for your continued support!

Warm regards,

[Your Name]
[Your Title/Position]
Kumon Center Name