

[Your School Letterhead]

[Date]

Dear Parents/Guardians,

I hope this message finds you well. We are writing to inform you about the upcoming NWEA (Northwest Evaluation Association) assessments that will take place from [start date] to [end date].

The NWEA assessment is designed to measure your child's academic progress in key areas such as [specific subjects or skills, e.g., reading and math]. This assessment will help us understand each student's strengths and areas for growth, enabling us to tailor our instruction to meet their individual needs.

Please ensure that your child is prepared for these assessments by encouraging a good night's sleep and a healthy breakfast on testing days. If you have any questions or concerns regarding the NWEA assessments, please feel free to reach out to [Contact Name] at [Contact Information]. Thank you for your support!

Sincerely,

[Your Name]

[Your Title]

[School Name]

[School Contact Information]