

[Your School Letterhead]

[Date]

[Parent/Guardian Name]

[Address]

[City, State, Zip Code]

Dear [Parent/Guardian Name],

We are delighted to share some wonderful news about [Student's Name]! Throughout this term, [he/she/they] has shown tremendous growth and development in various areas of the Early Years Foundation Stage. Here are some highlights of [his/her/their] achievements:

1. ****Communication and Language****: [Brief description of achievement, e.g., "Engaged in conversations with peers and adults, showcasing an expanding vocabulary."]

2. ****Physical Development****: [Brief description of achievement, e.g., "Demonstrated improved coordination through activities like running and jumping."]

3. ****Personal, Social and Emotional Development****: [Brief description of achievement, e.g., "Displayed empathy towards classmates and learned to take turns during group games."]

4. ****Literacy****: [Brief description of achievement, e.g., "Enjoyed listening to stories and began to recognize some letters of the alphabet."]

5. ****Mathematics****: [Brief description of achievement, e.g., "Identified and counted numbers up to 10 with confidence."]

We are incredibly proud of [Student's Name] and the progress [he/she/they] has made this term. [His/Her/Their] enthusiasm for learning is inspiring!

Thank you for your continued support at home. If you have any questions or would like to discuss [Student's Name]'s progress further, please do not hesitate to reach out.

Warm regards,

[Your Name]

[Your Position]

[School Name]

[Contact Information]