

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

Dear [Parent/Guardian's Name],

I hope this letter finds you well. I am reaching out to inform you about our use of Xtramath as part of our math curriculum this year. Xtramath is an online program designed to help students develop their foundational math skills through engaging and interactive practice.

Your child, [Child's Name], has been participating in Xtramath, and I wanted to share his/her progress with you. So far, [Child's Name] has shown [specific progress or achievements, e.g., improvement in speed, accuracy, etc.].

To support [Child's Name]'s learning, I encourage you to engage with Xtramath at home as well. This can reinforce their skills and build confidence in their math abilities. You can access the program at [insert Xtramath website link], and I would recommend that [Child's Name] practices for about [recommended time] each week.

Thank you for your continued support in your child's education. If you have any questions or need assistance with Xtramath, please don't hesitate to reach out to me.

Best regards,

[Your Name]
[Your Title/Position]
[Your School/Organization]