

# Dear Parents/Guardians,

We are pleased to announce the results of the recent tests taken by our students. Your child's performance is a reflection of their hard work and dedication.

## Test Results Summary

Student Name: [Student's Name]

Subject: [Subject Name]

Score: [Score]

Grade: [Grade]

## Next Steps

We encourage you to discuss these results with your child and identify areas of improvement as well as strengths. Our teachers are available should you wish to arrange a meeting to discuss further.

Thank you for your continued support.

**Sincerely,**

[Your Name]

[Your Position]

[School Name]

[Contact Information]