

End-of-Term Review

Date: [Insert Date]

Dear [Parent's Name],

As we conclude the term, we would like to take this opportunity to review [Student's Name]'s progress and achievements during the past months.

Academic Performance

[Student's Name] has shown remarkable growth in [subjects or skills]. Their performance reflects [specific achievements, areas of improvement, etc.].

Participation and Conduct

[Student's Name] has actively participated in class discussions and group activities. [Include any notable comments on behavior, teamwork, etc.].

Areas for Improvement

We encourage [Student's Name] to focus on [specific areas for improvement], and we will provide support to help them achieve their goals in the upcoming term.

Looking Ahead

We are excited to see [Student's Name] continue to grow and succeed in the next term. If you have any questions or would like to discuss this review further, please feel free to reach out.

Thank you for your support and collaboration.

Sincerely,

[Teacher's Name]

[School's Name]