

# Dear Parents,

We are thrilled to announce that your child, **[Student's Name]**, has been awarded the **[Award Name]** for their outstanding achievements in **[Subject/Activity]**.

This award is a recognition of their hard work, dedication, and enthusiasm. We are immensely proud of their accomplishments and are excited to celebrate this moment with you.

The award ceremony will take place on **[Date]** at **[Time]** in **[Location]**. We encourage you to attend and support your child during this special occasion.

Congratulations to **[Student's Name]** for this wonderful achievement!

Warm regards,

**[Your Name]**  
**[Your Position]**  
**[School Name]**