

Notice of Parent-Teacher Engagement Session

Dear Parents/Guardians,

We are pleased to invite you to our upcoming Parent-Teacher Engagement Session scheduled for **[Date]** at **[Time]**. The meeting will take place in the **[Location]**.

This session will provide an excellent opportunity for parents and teachers to discuss student progress, share insights, and collaborate on strategies for academic support.

Please RSVP by **[RSVP Date]** to ensure we can accommodate all attendees.

We look forward to your participation and to strengthening the partnership between home and school.

Warm regards,

[Your Name]

[Your Position]

[School Name]

[Contact Information]