

Speech Therapy Progress Update

Date: [Insert Date]

Dear [Parent/Guardian's Name],

I hope this message finds you well. I am writing to provide you with an update on [Child's Name]'s progress in speech therapy sessions.

During our recent sessions, we have been focusing on the following goals:

- Improving articulation of target sounds
- Enhancing vocabulary development
- Increasing fluency during spontaneous speech

So far, [Child's Name] has shown significant progress in the following areas:

- [Specific achievement or skill improvement]
- [Another achievement or skill improvement]

We will continue to work on:

- [Next steps and upcoming goals]
- [Any recommended activities for home practice]

Please do not hesitate to reach out if you have any questions or concerns. I look forward to our continued work together to support [Child's Name]'s communication skills.

Warm regards,

[Your Name]

[Your Title/Position]

[Your Contact Information]