

Dear Kumiko,

Thank you for your email. I was worried when I heard that you had a fever but am happy to hear that you are feeling better now.

For homework can you please do all the exercises on page 18 of the text book. It must be handed in by Tuesday of next week.

With regards your attendance, you have four absences so far. If you miss any more classes, I am afraid you will fail Oral English.

Thanks again for writing to me and I hope to see you in class on Friday.

Yours Sincerely,

Mr. Collins