

Dear Coach, (name of the coach)

My name is Robert Andrews and I am the father of John Andrews. I want to say thank you for building such a fabulous basketball team for "XYZ" school in such a short span of time. You have spent immense amount of effort and time on each player to ensure a strong team is built. The kids have learnt so much about the game from you, it's unbelievable. What is more important is that, you have also taught the kids fair play, sportsmanship, team spirit and many other values. This will help them become better sportspersons and better individuals. As a parent I feel immensely proud and happy when I see such positive values instilled in John.

The students are peaking at the right time and with your guidance they can achieve greater heights than ever before.

With you at the helm I am sure that this team will be a winner in the upcoming inter school basketball championship. Even if they are not, our gratitude towards you will remain the same. I wish you the very best for all your future endeavors and thank you again for your devoting so much time and effort for this sport.

Yours faithfully,

Robert Andrews.