

Sender's Full Name

Sender's address

Date

Address of the Receiver

Dear \_\_\_\_\_ (Name of the Recipient),

My child [student's name] is enjoying your class this year! He/she is excited about all the projects you do with the class. We really appreciate your efforts. My child, [student's name] is learning more about [class subject] than ever before!

Thanks again,

(Sender's Name)