

Address of school

Mention grade

Date

Dear Mr./Ms. (name of teacher)

I am Jude(your name), parent of Jill(child's name). The purpose of my writing to you is to show my appreciation for all that you have done for my child. Jill had always been interested in academics, but never so much in co-curricular or sports activities. However, under your wing, I have seen her blossom into such a well-rounded student, she even won first place in track!

I had always wished for her to try venturing into new avenues, and to try different things, but she always held steadfast to her opinion of being a purely academic individual. With your care and teaching, she felt involved in the class activities and co-curricular activities and actually enjoyed them for the first time. I had never seen her trying to prepare for any such competitions, let alone with the gusto she now has!

You have been one of the first educators who taught her the importance of balancing things and taught her to enjoy learning in all its forms. I now see her indulging in crafts and sports, she even asked me to put her in a dance class! Your guidance has been crucial in helping her flourish as a versatile and adaptable human being. For that, I am ever grateful.

Thank you for your dedication to teaching.

Yours sincerely

Jude(your name)