

Dear [Substitute Teacher's Name],

I hope this message finds you well. I wanted to take a moment to express my heartfelt appreciation for your excellent work as a substitute teacher in my absence.

Your ability to engage the students and maintain a positive learning environment was truly impressive. The feedback from both the students and my colleagues has been overwhelmingly positive. They particularly enjoyed [specific activity or lesson], and it made a significant difference in their learning experience.

Thank you once again for stepping in and supporting our students during my time away. Your dedication to education and your professionalism did not go unnoticed.

Wishing you all the best in your future endeavors.

Sincerely,
[Your Name]
[Your Position]
[Your School]