

Teacher Resignation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Principal's Name]

[School Name]

[School Address]

[City, State, Zip Code]

Dear [Principal's Name],

I am writing to formally resign from my teaching position at [School Name], effective [last working day, typically two weeks from the date above]. This decision was not made lightly, and I am grateful for the opportunities I have had while working here.

I appreciate the support, encouragement, and inspiration I received from both my colleagues and students during my time at [School Name]. I have learned so much and will carry these experiences with me as I move forward.

Thank you for your understanding, and I hope to maintain our professional relationships in the future. Please let me know how I can assist during the transition.

Sincerely,

[Your Name]