

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Teacher's Name]
[School's Name]
[School's Address]
[City, State, Zip Code]

Dear [Teacher's Name],

I hope this message finds you well. I am writing to provide feedback regarding my child, [Child's Name], and their experiences in your class this [semester/academic year].

[Insert specific feedback about the child's performance, participation, and areas of improvement, as well as any positive experiences.]

Thank you for your dedication and the support you provide to your students. I appreciate your efforts in fostering a positive learning environment.

Please feel free to reach out if you would like to discuss this further.

Warm regards,

[Your Name]

[Your Signature (if sending a hard copy)]