

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

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

Dear [Principal's Name],

I am writing to express my interest in the primary school teacher position at [School's Name] as advertised [mention where you found the job posting]. With a [Degree] in [Education/Major] from [University] and [number] years of experience in teaching young children, I am excited about the opportunity to contribute to your school community.

In my previous role at [Previous School's Name], I successfully [mention a relevant achievement or responsibility]. My approach to teaching emphasizes [describe your teaching philosophy or a specific method], which I believe helps students to [mention a benefit for students]. I am dedicated to creating a supportive and engaging learning environment where all students can thrive.

I am particularly drawn to [School's Name] because of [mention something specific about the school or its values that resonates with you]. I am excited about the possibility of joining your team and contributing to your mission of fostering a love for learning among students.

Thank you for considering my application. I look forward to the opportunity to discuss how my skills and experiences align with the needs of your school.

Sincerely,
[Your Name]