

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Teacher's Name]
[Preschool Name]
[School Address]
[City, State, Zip Code]

Dear [Teacher's Name],

I hope this message finds you well. I want to take a moment to express my gratitude for the incredible work you do with the children at [Preschool Name]. Your patience, creativity, and dedication to fostering a love for learning have made a significant impact on [Child's Name] and all of their classmates.

[Optional: Personal anecdote or specific example of something your child learned or enjoyed.]

Thank you once again for your hard work and for creating such a nurturing environment for our children. We truly appreciate you!

Best regards,

[Your Name]
[Your Relationship to the Child]