

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

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

Dear [Teacher's Name],

I hope this letter finds you well. My name is [Your Name], and I am the parent of [Child's Name], who will be starting kindergarten in [School Year/Term].

I wanted to take a moment to introduce myself and share a little about [Child's Name]. [He/She/They] is [Child's Age] years old and enjoys [list a few interests or hobbies, such as reading, drawing, playing outside, etc.]. [He/She/They] is excited to meet new friends and learn new things in your class.

As a parent, I believe in supporting my child's educational journey and fostering a love for learning. I look forward to working together with you and the school to ensure that [Child's Name]'s experience is positive and enriching.

Please feel free to reach out if you have any questions or need additional information about [Child's Name]. I am looking forward to a wonderful school year!

Warm regards,

[Your Name]
[Your Relationship to the Child]