

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

Dear [Teacher's Name/Class Name],

I hope this letter finds you well and in good spirits as we approach the holiday season! As the year comes to a close, I wanted to take a moment to express my gratitude for all the hard work and dedication you have shown to our children this year.

The holiday season is a wonderful time for reflection, celebration, and joy. I am truly grateful for the positive impact you have had on [Child's Name] and all the other students in your class. The creativity and warmth you bring to your teaching make learning a delightful experience for everyone.

As we celebrate this festive season, I wish you and your family happiness, health, and a well-deserved break. May the new year bring you continued success and joy in your work with our children.

Thank you once again for being such an inspiring teacher!

Warm wishes,

[Your Name]

[Your Signature (if sending a hard copy)]