

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your 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 [specific teaching position] at [School's Name] as advertised on [where you found the job listing]. With a [your degree or certification] in [your field of study] and [number] years of experience teaching [subject/age group], I am confident in my ability to contribute effectively to your school.

Throughout my teaching career, I have developed a strong passion for [specific teaching methodology or subject] and have successfully implemented it in the classroom, resulting in [specific achievement or outcome]. I believe that [briefly explain your teaching philosophy or approach], which aligns well with the values of [School's Name].

In my previous position at [Previous School's Name], I [describe relevant experience, responsibilities, or accomplishments]. This experience has equipped me with the skills to create engaging lesson plans, foster a positive learning environment, and work collaboratively with colleagues and parents.

I am particularly drawn to [School's Name] because of [mention any specific programs, values, or initiatives of the school that appeal to you]. I am eager to bring my expertise in [mention any relevant skills or areas] and my commitment to student success to your team.

Thank you for considering my application. I look forward to the opportunity to discuss my candidacy further and how I can contribute to the success of your students and school community.

Sincerely,
[Your Name]