Farewell email

**To:**

**Cc:**

**Bcc:**

**Subject:**

**Message Subject**

Dear Students and Parents,

It’s been quite a year, hasn’t it? Between the **{project students worked on, class field trip, etc.}** and the **{another event from the school year}**, we have learned a great deal and maybe even had a little fun while doing it.

Students, I have enjoyed being your teacher this year. It’s rewarding when a teacher is able to get a class full of children who are eager to learn and willing to do the hard work necessary. You should be proud of the work you accomplished, both individually and as a class.

Parents, it was a pleasure having your children in my classroom this year. I hope you have been pleased with their progress in **{subjects the teacher focused on}**. They all have shown excellent promise for their future academic endeavors.

I will miss all of you next year, but I wish you the best of luck in the future.

Sincerely,

**{Sender}**