**Resignation Letter for Teacher**

Alessa Bitoni

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[Date]

Prof. Malian

Parkways Junior School

[School Address]

Dear Prof. Malian,

I am writing to formally submit my resignation as a Grade 2 teacher at Parkways Junior School, with a notice period of two weeks. My last working day will be on October 20, 20XX.

The reason for my resignation is a family relocation to Wales scheduled for the coming month. This decision has not been an easy one for me, as I have had the privilege of teaching at Parkways Junior School for the past two decades. During my time here, I have had the opportunity to inspire and educate countless students, which has been an incredibly rewarding experience.

I will deeply miss the wonderful community of dedicated teachers, bright students, and supportive parents at Parkways Junior School. I want to express my gratitude to the school administration for providing me with the platform to utilize my skills and talents in shaping the minds of our future generation.

As I embark on this new chapter in my life, I wish you and the school continued success. Rest assured, I will keep in touch, and you can reach me at (444) 323-6780 or via email at Myles-a@gmail.com.

Thank you once again for the memorable years at Parkways Junior School.

Sincerely,

Alessa Bitoni