

Teacher Resignation Letter Sample After Maternity Leave

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

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

Dear [Principal's Name],

I hope this message finds you well. I am writing to formally submit my resignation from my position as [Your Subject/Grade] teacher at [School Name], effective [Last Working Day, typically two weeks from the date above].

This decision has not been made lightly. After careful consideration, I have decided that I am unable to return to work following my maternity leave. This choice is based on what I believe is best for my family at this time.

I would like to express my sincere gratitude for the support and understanding shown by you and the entire faculty during my maternity leave. It has truly meant a lot to me and my family.

I have greatly enjoyed being a part of the [School Name] community and am thankful for the opportunities I have had to contribute to our students' growth and learning. I appreciate the dedicated team of colleagues I have had the pleasure of working with and the invaluable experiences gained during my tenure.

I am committed to ensuring a smooth transition for my students and colleagues. Please let me know how I can assist during this period, whether through the completion of lesson plans, organizing classroom materials, or providing any necessary information for my replacement.

Thank you once again for your support and understanding. I wish [School Name] continued success and growth in the future.

Sincerely,
[Your Name]