
One Month Notice Resignation Letter for Teacher

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Principal's Name]

[School's Name]

[School's Address]

[City, State, Zip Code]

Dear [Principal's Name],

With a heavy heart, I wish to resign from my position as [Your Subject, e.g., "Mathematics"] teacher at [School's Name], effective one month from today, which will be [Your Last Working Day, e.g., September 30, 2023].

Teaching at [School's Name] has been more than just a job for me. It's been a journey filled with memories, growth, and deep connections with both colleagues and students. However, due to [a reason or "personal commitments"], I find it necessary to take this step.

Over the next month, I'll focus on wrapping up the syllabus and ensuring my students are well-prepared for my successor. I'm also ready to assist in any capacity to ensure the transition is seamless.

Thank you for your constant support and the opportunity to impact so many young lives.

Warmly,

[Your Name]