

Professional Mid-Year Introduction

Subject: New Teacher Introduction - Ms. Parker

Dear Parents and Students,

I am writing to introduce myself as the new 4th grade teacher, effective January 15th. I am Ms. Parker, and I will be continuing the excellent educational foundation that Mr. Davis established during the first semester.

I bring twelve years of elementary teaching experience, including three years specifically in 4th grade. My previous position was at Riverside Elementary, where I specialized in differentiated instruction and project-based learning approaches that I'm excited to implement here.

I understand that mid-year transitions can be concerning for both students and families. Please be assured that I have thoroughly reviewed all student records, IEPs, and ongoing projects. I've met extensively with Mr. Davis and the grade-level team to ensure seamless continuity in your child's education.

My immediate priorities include getting to know each student individually, maintaining established classroom routines, and building strong relationships with families. I will be scheduling brief conferences with each family within the first two weeks to discuss your child's progress and any concerns you may have.

The remaining curriculum includes state history projects, fraction operations, and our spring science fair preparations. I'm committed to maintaining the high academic standards while bringing my own creative teaching strategies to engage and challenge each student.

I look forward to partnering with you for the remainder of this school year.

Sincerely,

Ms. Rachel Parker

4th Grade Teacher

Get more templates here:

