

Informal Retirement Announcement

Subject: Time to Hang Up My Teaching Hat!

Hey [Team/Colleagues],

Well, the time has finally come! After [Number] incredible years in the classroom, I've decided to officially retire and start my next adventure. My last day will be [Date].

I can't believe how fast the time has flown by. It feels like just yesterday I was a nervous first-year teacher trying to figure out how to work the copy machine (okay, I still struggle with that sometimes!). Now here I am, ready to sleep in past 6 AM and not have to ask anyone for permission to use the restroom.

But in all seriousness, these years have been absolutely amazing. The kids have kept me young, my colleagues have become family, and every day has brought something new. Sure, there were challenging moments, but the good times far outweighed the tough ones.

I'm not disappearing completely—you'll probably still see me around town, and my door is always open for coffee and education war stories. Plus, somebody needs to keep tabs on how the new teachers are doing!

Thank you all for making this journey so special. Here's to new beginnings and the next chapter!

With love and excitement,

[Your Name]

P.S. - I'm leaving detailed notes for whoever takes over my classroom, including which copy machine actually works!

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