

At-Home
Learning

LETTER-WRITING ACTIVITIES FOR FAMILIES

Looking for ways to keep kids learning at home? Boost their writing skills—and help them stay connected to family and friends right now—with these fun activities.

THE PROJECT

Help your kids **write thank-you notes** or **letters of encouragement** to grandparents, classmates, faraway relatives, or community members who **keep us safe** (like doctors and nurses!)—then **address** and **mail** their letters.

WHAT THEY'LL LEARN

Planning, formatting, and writing a letter builds language, spelling, grammar, and penmanship skills. It's also a great way for kids to **express their emotions** and **practice kindness**. Not to mention that getting a handwritten letter in the mail is an **instant mood booster** for the lucky recipient!

Get started We've included handy templates in this downloadable so your child has everything they need to work on these tasks at home. Here's the step-by-step:

- ★ **1.** Review the **Show Someone You Care** mini-poster together to point out the different elements of a letter.
- ★ **2.** Have your child use the **Personal Letter Template** to compose a draft of their letter.
- ★ **3.** Create a fun custom card with the **Card Template**.
- ★ **4.** Use the **Envelope Template** to make your own envelope.
- ★ **5.** Wrap it up by reviewing the **Get Your Letter Mailbox-Ready! Checklist**.
- ★ **6.** Find ideas for more writing projects on the **Celebrate With Your Family tip sheet**.

★ SHOW SOMEONE YOU CARE ★

HEADING
Include the address and date.

Your address

Date

GREETING
Include "Dear," the person's name, and a comma.

Dear (Name),

BODY
Write the main part of your message. (The body of the letter can be as long or as short as you want it to be!)

Have you ever received a letter or a card in the mail? There's something special about getting a handwritten letter that was written just for you.

It's great to send greeting cards for birthdays and holidays, but you don't have to wait for a special occasion to send a letter. You can send a card or a letter anytime, for any reason you want! Maybe you'd like to congratulate someone, share a joke with a friend, or just let people know you are thinking about them.

Who are the special people in your life? Send them a message to let them know you care!

CLOSING
Add a word or phrase such as "Sincerely" or "Love" to show your letter is ending, then add a comma.

All the best,

SIGNATURE
Sign your name under the closing.

Your name

P.S. If you forget to write something in the body of your letter, you can add it in a postscript! ("Postscript" actually means "written after.")

MAILING
Address, stamp, and seal your envelope, then put it in the mailbox. Without the correct address or a stamp, your letter won't get to its destination.



SO MANY REASONS TO SHOW YOU CARE

JUST FOR FUN
"This funny card from my friend made me smile all day!"

TAKE A STAND
"As the mayor, I love to receive letters about issues that people care about."

SAY THANK YOU
"It means so much to me to know that people appreciate what I do!"

SAY GREAT JOB!
"This letter from my grandson made me feel proud of his accomplishments!"

GIVE SUPPORT
"It means a lot that my friends sent a card to show they are thinking of me during this tough time."

CONNECT FAMILY
"I miss my cousins, but the family newsletter they sent helped me feel closer to them."



SHOW SOMEONE YOU CARE WITH A PERSONAL LETTER!

Write a draft of your letter on the blank lines below.
The guidelines on the right will help you.

◀ **ADDRESS**—You don't need to include the address inside a greeting card!

◀ **DATE**

◀ **GREETING** Usually "Dear..." Don't forget a capital letter and a comma!

◀ **BODY** Be sure to indent each paragraph!

◀ **CLOSING** You can use "Sincerely," "From," "All the best," or other phrases. Don't forget a capital letter and a comma!

◀ **SIGNATURE**

Use the space below to practice addressing your envelope.

RETURN ADDRESS:



◀ **STAMP**

DELIVERY ADDRESS:

◀ Person's Name

◀ Street Address, Apt #

◀ City, State, ZIP Code™

CARD TEMPLATE

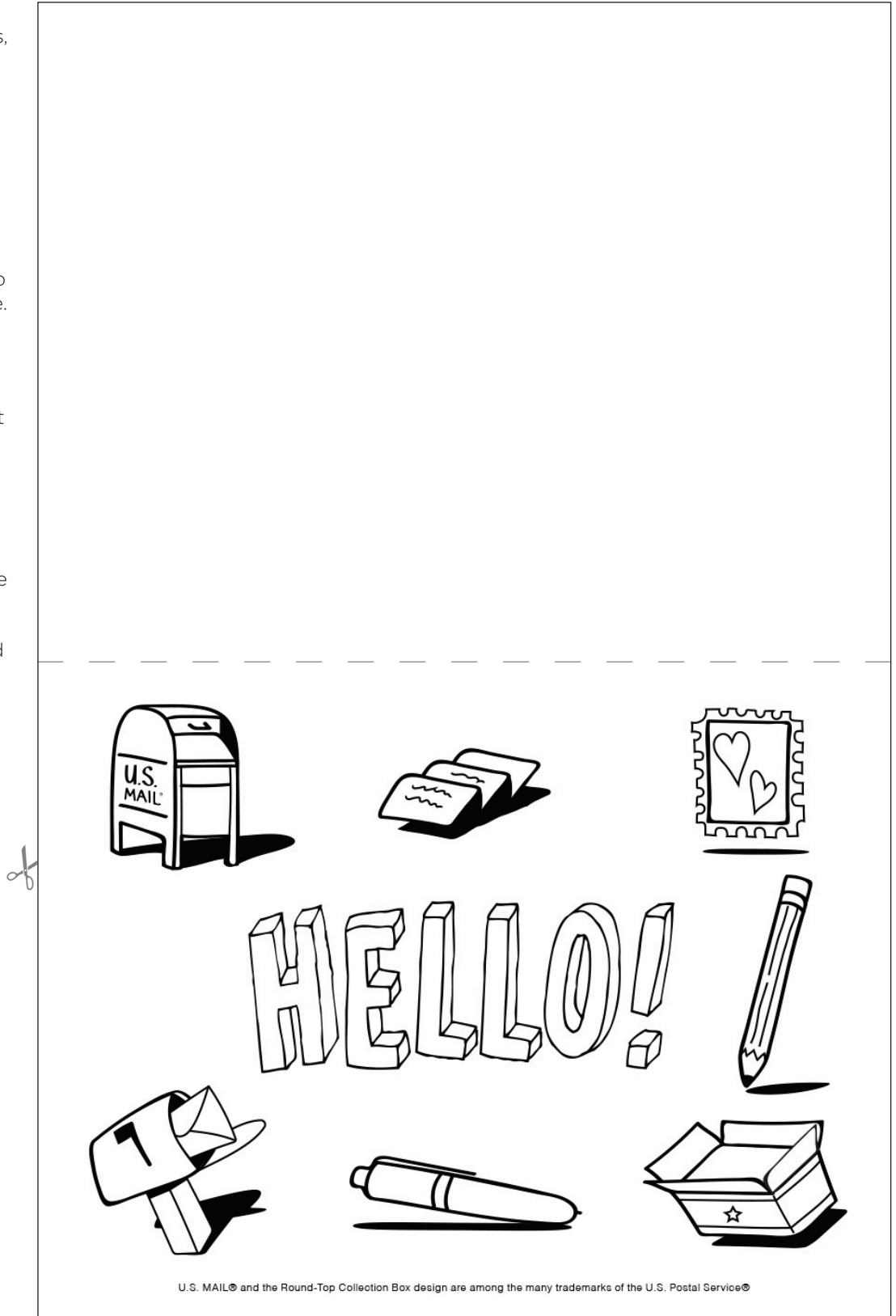
Are you ready to write and design your letter?
Follow these easy steps to make your own card and get your letter in the mail!

YOU WILL NEED:

Colored pencils and markers,
scissors, pencil, ruler

INSTRUCTIONS:

- 1. Cut out** the card along the solid black line. Try to make your cuts as straight as possible!
- 2. Fold** along the dotted line. Use the ruler to help you fold in a straight line.
- 3.** Now it is time for you to **write** and **design** your card! Write your letter on the inside of the card, just like you have practiced in class and then design your card any way you want. Be creative!
- 4. Follow** the instructions on the Envelope Template worksheet to make your own envelope, add a stamp, and get your card in the mail.



ENVELOPE TEMPLATE

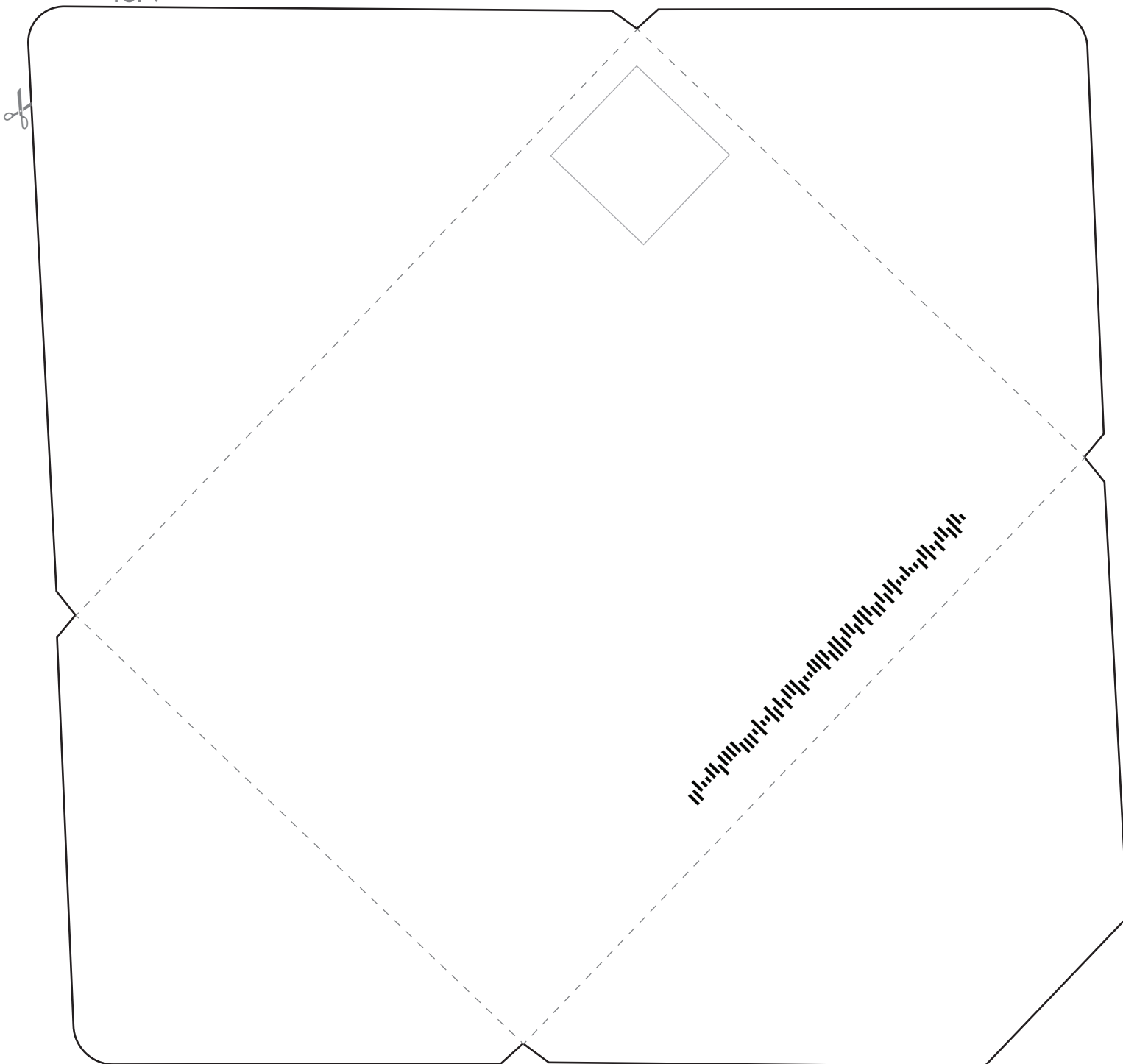
Are you ready to mail your letter? Follow these easy steps to make your own envelope and get your letter in the mail!

YOU WILL NEED: Glue stick, scissors, pencil, ruler, tape (optional)

INSTRUCTIONS:

- 1. Cut out** the envelope along the solid black line. Try to make your cuts as straight as possible!
- 2. Fold** along the dotted lines with the printed side facedown. Use the ruler to help you fold in a straight line.
- 3. Unfold** the top flap. **Glue** or **tape** the bottom flap onto the side flaps; be careful not to get glue on the inside of the envelope!
- 4. Insert** your card or letter in the envelope and seal it with glue, tape, or even a sticker! Now write the address and add a stamp.

TOP▼



GET YOUR LETTER MAILBOX-READY!

You have written a meaningful letter to someone you care about. Now it's time to create a final copy of your letter and mail it to its destination!

Answer the questions below to make sure that your letter is ready to be stamped and mailed.

About Your Letter

1. To whom are you writing?

2. What type of letter are you writing?

- thank-you letter fan letter
- thinking-of-you letter
- letter of support
- other: _____

Checklist

- Did you edit your letter for correct spelling, grammar, and punctuation?
- Did you capitalize...
- the month in the date?
 - the address?
 - people's names?
 - the greeting?
 - the closing?
- Did you use a comma...
- between the city and the state?
 - between the date and the year?
 - after the greeting?
 - after the closing?
- Did you find the address? Write it here:
- Did you find the ZIP Code™? Write it here:
- Have you written the address on the envelope?
- Have you written the return address on the envelope?
- Did you place a stamp on your envelope?

If you said yes to all of the above, you are ready to mail your letter with your class!

★ CELEBRATE AN UNUSUAL HOLIDAY: ★ WRITE A CARD OR LETTER!

You are probably familiar with birthday cards and thank-you letters, but there is no limit to the reasons that people send cards and letters! Learn about unusual holidays and the art of letter writing, and then write your own letter to mark a unique occasion.

Research Scavenger Hunt:

Use the resources that your teacher provides to find the answers to the following questions. Make sure to write down the source for your information!

1. What day is National Ice Cream Day?
2. What day is International Talk Like a Pirate Day?
3. When was Squirrel Appreciation Day first created?
4. When is National Napping Day this year, and why is it observed on this day?
5. What famous author was born on Read Across America Day?
6. What did Queen Elizabeth share in her famous letter to President Eisenhower?
7. What health advice did an 8-year-old boy include in a letter to President Nixon?