Write a Message

Guidance

Writing a letter, or a little note, is a great way to keep in touch with family members and friends. It is also a good opportunity for children to carry out some 'real-life' writing. We have included some simple instructions which you may find useful to help children get the most from this activity.

You will need:

- Paper
- A pen or pencil
- An envelope and a stamp

You could include:

- A photograph of yourself
- A drawing or painting that you have completed recently

Instructions

- 1. Decide who you are sending the message to.
- 2. Think about what you would like to write. You could tell the person what you have been doing and how you have been feeling, or you could ask them questions to find out more about them.
- 3. An adult may need to write the message, so you could help them to remember which word comes next. Can you hear the first sound that they need to write down? What does that letter look like? You could write it for them on the paper!
- 4. Read back your message with your adult and sign your name at the bottom so that the recipient knows who it is from.
- 5. Put the note in an envelope and write the name of the person you are sending it to on the front.
- 6. If you are going to send your note in the post, you will need to write the person's address on the front of the envelope and put a stamp on in the top right corner (your grown-up can help with this).

Top Tips

• Before you start writing, talk lots to your adult about what you could include in your message.





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