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| **Section: Writing a Letter** | | | |
| **Objective:** | | Developing empathy and maintaining social connections by rewaching out via letter. Developing self awareness via reflecting on their lives and recent events to share with a loved one.  SEL Competency: Social Awareness, Self Awareness  Developmental level: Advanced  Key message: writing letters can help us remain connected to the people we miss  Time: 3 mins 30 seconds | |
|  | **Character name** | | **Content:** *Format*  (TONE OF ADDRESS)/‘Lines from script’/song/sound clip no. |
| **1.** | FX (sound FX) | | *STANDARD INTRODUCTORY JINGLE NO.xx* |
| **2.** |  | | Today we are going to write letters. This is a nice way of communicating our feelings and thoughts as well as letting people know that we are thinking about them and we care about them.  We often write letters to people who are far away, but we might also write a letter to someone close by. We can even write letters to ourselves! People often write letters to friends or family that they miss.  Is there anyone that you miss right now? Think about this at home. Is there anyone are you missing right now? |
| **3.** | FX (Sound FX) | | 30 seconds of sound to let children at home think and respond |
| **4.** | Host | | How about you guys? Who are you missing right now? |
| **5.** | Child A | | My grandfather |
| **6.** | Child B | | My best friend |
| **7.** | Child C | | My teacher |
| **8.** | Child D | | My cousins |
| **9.** | Host | | Writing letters is a great way to tell the people you miss about your life, and also to let them know that you miss them and you are thinking of them.  You don’t have to send the letter if you are not able to. You can save it and give it to them when you see them, you can use it to write a text message, email or facebook message, or you can take a photograph of it with your phone and send that! You could hand deliver it, or have someone else hand deliver it, if that it possible.  You can even keep the letter for yourself. Sometimes it feels good to write down our thoughts and feelings without ever sharing them, and that is fine too!  Finally, you can draw a picture in stead of writing a letter if you prefer, or you can do both!  There are lots and lots of options! Have you ever written a letter before? |
| **10.** | Child C | | I have! |
| **11.** | Host | | Wow! Can you tell us how to lay out the page for a letter? |
| **12.** | Child C | | Yes!  You put the date in the top right hand corner, and then on the left. Hand side of the page, you start the letter by writing “dear…”  Then at the end, you write your name to show the person who the letter is from! |
| **13.** | Host | | Very good! Just like (Child C) told us, you write the date in the top, right hand corner of the page. You begin the letter by writing “Dear” and the name of the person you are writing to on the left hand side of the page. And then you end the letter by writing your name to show the person who it is from!  Can anyone tell me what kind of things you could put in your letters? |
| **14.** | Child A | | Tell them how you are doing and ask how they are doing |
| **15.** | Child B | | Tell them that you miss them |
|  | Child D | | Tell them about something cool that happened to you |
|  | Host | | Brilliant suggestons!  We can write about Our lives, anything new that has happened since we last saw the person we are writing to  We can write about Our families, anything new or interesting that has happened  We can write about Our wishes and goals for the future  We can tell them A story about something that happened recently  We can also write about How much we miss the person we are writing to  We can write about What you want to do together when you next get to see them  And we can tell them That you hope that they are doing well and that you love them very much  Take as much time as you need to write you letter. You might even write more than one!  When you are finished, you can think about if you want to share the letter and how to do that. Remember we spoke about:   * Keeping it until you next see them and then giving it to them * Hand delivering it or asking someone to hand deliver it * Using it to write a text message, email or facebook message * Taking a photograph of the letter and sending it by text or email |
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