The 4th grade students will begin a very important and special writing project this school year. The Grandletter Program began several years ago at O’Loughlin, and we would like to continue with the tradition again with this class.

The project begins in 4th grade and ends at Promotion in the 5th grade. In 4th grade, students write 5 letters to their grandparent or penpal and complete the last 5 letters in 5th grade. The project culminates at 5th Grade Promotion with a reception for students and their guests and penpals. The students also place copies of all of the letters they have written and received in a special book to be shared at Promotion.

**We need for you to do the following by Friday, August 31st:**

* Contact a grandparent or someone else that is willing to write 10 letters to your child over the course of 2 school years.
* Send 11 labels to school with the name and address of the grandparent or penpal on them.
* Send 11 labels to school with your child’s name and address.
* 11 – 45 cent or Forever stamps (1 for the packet we will send to the grandparent or penpal explaining the project and 10 for the 10 letters your child will be writing in the next 2 years).

We will be supplying the envelopes for the letters to be place into to mail; we are just needing the student and grandparent address labels. The students will be writing their first letter around September 4th. We will make copies of your child’s letter to keep for their scrapbook they will make at the end of 5th grade. The original letter will be sent to the grandparent or penpal, and students will wait for a letter in return. After receiving their letter, we ask that you send it to school where we will file it to placed in the student’s scrapbook. It is really important you send the letters they receive back to school.

Grandparents and penpals will be receiving a packet in the mail explaining the program that will hopefully answer all of their questions.

If you have any questions regarding “Grandletters”, please email or call.

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