

**\*\*Letter Writing Activity Template for LKG Students\*\***

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**\*\*Activity Title:\*\*** "Dear Friend, Let's Write!"

**\*\*Objective:\*\*** To introduce letter writing basics to LKG students.

**\*\*Materials Needed:\*\***

- Colored paper or letter sheets
- Crayons/Markers
- Stickers
- Envelopes

**\*\*Instructions:\*\***

1. **\*\*Introduction to Letters:\*\***

- Briefly explain what a letter is and its purpose.
- Show examples of letters (both informal and formal).

2. **\*\*Letter Structure:\*\***

- Teach students the basic parts of a letter:
- Greeting (e.g., "Dear [Friend's Name],")
- Body (simple sentences about their day)
- Closing (e.g., "Love," "Your Friend,")

3. **\*\*Writing Activity:\*\***

- Ask each student to think of a friend.
- Guide them to write a short letter to their chosen friend telling them about their favorite toy or food.
- Encourage them to decorate their letter with drawings or stickers.

4. **\*\*Mailing the Letters:\*\***

- Provide envelopes for the letters.
- Assist students in putting their letters in envelopes and addressing them (with help from teachers).

5. **\*\*Class Sharing:\*\***

- Organize a "mail day" where students can read their letters out loud to the class.
- Promote sharing and discussion about their favorite parts.

**\*\*Closure:\*\***

- Conclude the activity with a fun discussion: "What did you love writing about?"
- Encourage students to write more letters at home to family members.

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**\*\*End of Template\*\***