Date

Dear Parents/Guardians,

You are your child’s first teacher, and reading with your child is a great way to help him/her learn. Helping to make sure your child is reading on grade level by third grade is one of the most important things you can do. By reading with your child every day and doing a few fun activities, you can create success for your child.

I am happy to provide you with this Read-At-Home Plan, which includes fun activities to help your child become a more successful reader! Please contact me with any questions regarding your Read-At-Home plan, (phone number) or (email).

Sincerely,

\_\_\_\_\_\_\_\_\_ Grade Teacher

\_\_\_\_\_\_\_\_\_ Elementary School