Dear _________________________,

During the next few weeks, your child will be working on Expository Writing at the Intermediate Level. Your child will learn to write to inform and explain by writing summaries, instructions, and compositions that compare and contrast. Being able to write expository compositions is an important skill your child will use often in school and personal life. Besides learning to write expository compositions, your child will learn important language arts skills, including rules for grammar, punctuation, and capitalization. Your child will also learn to organize ideas in order to be a better writer.

Here are some things you can do with your child at home:

1. Help your child practice summarizing ideas. Listen to a news story together. Afterward, ask your child to tell you the most important facts from the story. If the story involved a series of events, can your child repeat them in the correct order?

2. Your child will write some expository compositions at school and bring them home. Ask your child to read them to you. Praise your child’s writing. Post it on the refrigerator. Share it with other family members. Talk about other expository compositions your child might write.

3. Your child is learning to write instructions that are clear and easy to follow. A recipe is a set of instructions. Ask your child to choose a favorite recipe. Supervise your child as he or she follows the recipe and prepares the food. If the recipe isn’t written, ask your child to write it as you talk about the steps needed to prepare the food. The recipe can be for something as simple as a cheese sandwich.

4. Visit the library to select books for sharing. Ask your librarian to suggest books your child might like based on his or her interests and reading ability. Read these books with your child. Ask your child to summarize a book, either orally or in writing. Did your child include all the important parts without including too many details? Was the book summarized in the correct order?

5. Provide paper and a pen or pencil for your child to write a recipe for you or as a gift for a friend or relative. Help your child with spelling as needed. Your child may want to draw an illustration of the prepared food to accompany the recipe.

If you have any questions, suggestions, or comments about the writing we’re doing at school, please feel free to call me or meet with me.

Your child’s teacher,