



Save the Children®

TIPS FOR WRITING AN ENCOURAGING LETTER



Photo: Victoria Ziegler

Letter writing is one of the best ways for you to develop a bond with your sponsored child that you can both cherish forever. This is an unsettling time for many children, and a letter from you can go a long way to let them know they are not alone. To help you write an encouraging and uplifting letter to your sponsored child, we kindly ask that you follow the below guidance.

THINGS TO DO:

- **Provide encouragement**
Sponsored children want to feel encouraged that they are not alone. Knowing that you're thinking of them, and took the time to write to them during this time, will go a long way.
- **Share an activity that has brought joy to your life recently**
Sharing how you have learned to cope with stress can encourage sponsored children to explore and develop their own healthy habits. Have you been hiking? Did you learn how to knit? Share your new joy with your sponsored child and ask them about their hobbies!
- **Let them know they aren't alone**
While it is important for us to create physical distance from others during this time, we do not want children to feel emotionally alone. Let your sponsored child know you are thinking of them and rooting for them!
- **Show genuine interest**
Respectfully and enthusiastically ask about your sponsored child's family, friends, daily life, favorite activities and goals for the future.
- **Share something about yourself**
Kids are curious. There's no better way to build a bond than by sharing interesting details about your own life and interests.
- **Write simply and clearly**
Use language that's free of slang or complicated ideas that may be difficult to translate or that your sponsored child may not understand. Also remember, your child may still be learning to read. Please keep their age in mind when writing your message.

SAMPLE LETTER

Here is a sample letter to help get you started thinking about what to write to your sponsored child – and how to write it.

Dear Anna,

I hope you and your family are doing well. I've been thinking about you and your family a lot and wishing you all the best.

My family and I live in New York in the United States. My daughter has been home from school since March, but we are learning a lot at home together! Her favorite subject is Math. How has school been for you?

Over the past month, my daughter and I have also learned how to knit. What's your favorite hobby?

I look forward to hearing from you. Keep following your dreams!

Sincerely,

Matt

ABOUT POSTAGE

Postage for your sponsored child's letter or package will vary based on weight and size. For more info, visit the USPS website at PostCalc.USPS.com to calculate postage.



This pandemic can be frightening for children, and a well-meaning question could potentially evoke feelings of fear or insecurity. To protect the safety and privacy of both the child and sponsor, any of the below will be removed when the letter is reviewed by our staff. Thank you for your understanding.

IN ORDER TO PROTECT THE SAFETY AND WELL-BEING OF YOUR CHILD, WE ASK THAT YOU AVOID:

- **Asking questions about your sponsored child's health or the health of their family**
This includes whether or not they or a family member contracted coronavirus
- **Portraying a negative outlook**
We understand you might be struggling – we all are. The current pandemic has affected all of us in tremendous ways. However, it is important to remember that sponsored children are dealing with their own fears and anxieties and that they are just children, with a limited understanding of what is going on. As such, please ensure letters are framed in a positive light – with the ultimate goal of providing an uplifting message.
- **Sharing or requesting personal information**
This includes asking for or sharing your own: last name, address, home city/town, telephone number, email address, social media contact information, website and school name
- **Religious or political references**
- **References or photos not appropriate for a child**
- **Comments on your child's physical appearance or developmental ability, or overly affectionate language such as "I love you" which could be confusing to a child.**
- **Potentially offensive content or language**

BEFORE YOU SEND, PLEASE DON'T FORGET TO:

Include the name and address of your sponsored child's country office, your donor ID, your first name, your sponsored child's child ID and your sponsored child's first name, all available in your welcome kit or online account.

QUESTIONS?

Give us a call at **1-800-SavetheChildren** or email us at **supportercare@savethechildren.org**.

For more information on writing letters to your sponsored child, visit: **SavetheChildren.org/Write**