



Soft Drinks and School-Age Children

Sample Parent Letter

Letter writing is an effective, personal way to tell people your ideas. Keep letters to one page and at a sixth grade reading level. Make sure you spell the parents' names correctly and have the correct address.

Use official letterhead

Mr. and Mrs. Edward Garcia
1423 Plains Avenue
Sandler, NC 27886

Dear Mr. and Mrs. Garcia:

Children who learn to live healthy, live longer. By establishing healthy habits early in life, children can reduce their health risks. They can increase their chances for longer, more productive lives. We all want the best for our children. Here's how you can help.

The Sandler Middle School Health Advisory Council encourages you to support our efforts to create a healthful school nutrition environment. We are concerned about the number of soft drinks children and teens are drinking. It is a trend that parents, schools and communities can change. You can help us by supporting our efforts to create a healthful school nutrition environment. This includes appropriate beverage choices.

Please join other parents and us on Tuesday, November 4, 2003 at 7:00 PM in the school cafeteria for a meeting. We will learn more about a healthful school nutrition environment, beverage choices and how you can get involved. Our keynote speaker is Dr. Adam Livingston, a pediatrician and parent. He will discuss the health effects of too many soft drinks for children and teens. We will also talk about what we can do to reverse the current trends.

Please call me at (252) 555-1234 if you have any questions. I hope to see you on November 4.

Sincerely,

Name
Title