

# BLANK TEMPLATE FOR TIPS LANGUAGE ARTS

*(See and remove italicized guidelines for the teacher. Adapt as needed.)*

Student Name \_\_\_\_\_ Date \_\_\_\_\_

## TIPS: (TITLE)

Dear Parent or Family Partner,

We are learning . . . . I hope you enjoy this activity with me. This assignment is due

\_\_\_\_\_.

Sincerely,

\_\_\_\_\_  
Student Signature

## OBJECTIVE (optional)

*(If not clear in the letter to parent, identify what the student will do and learn in this activity.)*

## MATERIALS (optional)

*(Outline materials only if unusual items are needed or if specific items were provided by the teacher.)*

## THINGS TO REMEMBER

*(One or two helpful hints based on the class lesson to help the student complete the activity.)*

## PROCEDURE / LET'S DO THIS

*(For writing activities, include space for pre-writing/plans.  
See sample prototype activities in this manual.*

*Leave space between lines for young children to write.)*

Include a friendly,  
appropriate graphic,  
if possible.

## PROCEDURE, continued / LET'S FIND OUT

*(Next set of activities to build the specific skill. In the middle grades, include space for final version of writing activities (e.g., paragraph, story, essay, etc.). See sample prototype activities in this manual.)*

Include a friendly,  
appropriate graphic,  
if possible.

### **Include Interaction with Parent or Family Partner**

*(Link a discussion, read-aloud, or other shared activity to the topic of this activity. See samples in this manual or see TIPS CD.)*

*(Include the following on all TIPS activities at the bottom of Page 2.)*

## HOME-TO-SCHOOL COMMUNICATION

Dear Parent,

Please give your reactions to your child's work on this activity.

Write YES or NO for each statement.

- \_\_\_\_\_ 1. My child understood the homework and was able to complete it.
- \_\_\_\_\_ 2. My child and I enjoyed the activity.
- \_\_\_\_\_ 3. This assignment helped me know what my child is learning in language arts.

Comment \_\_\_\_\_

Parent Signature \_\_\_\_\_

[Insert author(s) of the activity and location.] Based on Epstein, J. L. (2017). Teachers Involve Families in Schoolwork (TIPS) Interactive Homework. Baltimore: Johns Hopkins University-Center on School, Family, and Community Partnerships.