



Name \_\_\_\_\_

## Room 17's Secret Friend Student Information Sheet

### How can you participate in the Secret Friend Note & Gift Exchange?

- **Return the Parent-Student Note by Thursday, December 3<sup>ed</sup>.**
- **Write 5 separate**, wonderful little note/letters (with a clue or two in each) to your Secret Friend and bring them to school in the Secret Friend Envelope with your name on it, **Thursday, Dec. 10th. (Okay to bring in early.)**
- **DON'T REVEAL THE IDENTITY OF YOUR SECRET FRIEND TO ANYONE BUT YOUR PARENTS OR YOUR TEACHER.** Trust your teacher when she tells you that your friends—even your best friends—and siblings will blab the secret.
- Buy and wrap a gift for your secret friend and bring it to class on December 18<sup>th</sup>. (You may bring in the gift earlier)

### HOW do you write your note?

- **Write it like a little letter.** You can start off by writing, "Dear [name of secret friend]," or "Dear Secret Friend." Write on clean, notepaper, special papers, handmade cards (they need to fold into your envelope without sticking out), etc. **Do NOT scrawl messy, illegible notes on wrinkled, ripped-out-of-the-notebook paper.**
- Use a black, erasable pen, or you may type. You may even get an adult in your family to write the letters to disguise your handwriting, but YOU need to be the one creating the messages.
- Write a great note of at least several sentences--better yet, write a paragraph. Include at least one clue about your identity.

### What do you write in your note?

- Write a **compliment** about your Secret Friend.
- Give interesting and accurate **clues** about yourself, **BUT DO NOT** give away an obvious clue about yourself. Your Secret Friend will know who you are right away--or another friend will clue him/her in.
- **In addition to** your "Clue of the Day," you may also include riddles, jokes, pictures, or puzzles. Use your imagination!
- Whatever you do, make it **fun**, make it **special**, and **use your best craftsmanship** in making it.

### When will your Secret Friend know who you are?

- If you've kept your Secret Friend's identity a secret\*, s/he will discover who you are on Friday, December 18<sup>th</sup>—the last day of school before the Winter Break. We'll have a Pizza Party and a gift exchange. (Remember, don't forget to bring a beautifully-wrapped gift for your Secret Friend on that day.) Label the gift, "For [your name]'s Secret Friend.")

\*Of course, if you revealed your Secret Friend's identity to anyone else, by December 18<sup>th</sup>, the whole school will probably know who you are.

# Parent Information for the Secret Friend Project



November 30th, 2009

Dear Parents,

Last year, our class celebrated the holidays with a "Secret Friend/Secret Note" theme that culminated in a gift exchange and identification of the "friends" to one another. It was a huge success--although some students just couldn't seem to keep their secret a secret! Students who have returned the parent tear-offs (**by Thursday, December 3rd**) draw the name of their secret friend out of a hat. Each child needs to write (typing will be fine) his/her secret friend 5 "Clue Notes," one for each day of the Secret Friend Project. In each note, the student gives a **little tidbit of information about him/herself**. These notes are little letters. They should begin, "Dear Secret Friend...", and they should close like a letter, such as, "**From, Your Secret Friend.**" The 5 notes need to be put into the plain envelope with the label of your child's name on it. On **Thursday, December 10th, all 5 notes are due**. During our last week of school (Dec. 14—18th) the students will find a note from their secret friend on their desks each morning. Finally, on Friday, **December 18th--the last day of school before the holidays and Room 17's Holiday Pizza Party**—the children deliver their gifts to their special friends.

**To make this thoroughly enjoyable project a success, your child needs to follow these guidelines:**

- Parents and students need to sign the Parent-Student Note and it must be returned **December 3<sup>rd</sup>--Thursday**.
- **ALL 5 NOTES** are due **Thursday, December 10th**, in the envelope provided.
- Each note must be written on a separate sheet of paper. (Typing is fine.)
- **A gift must be given on the day of the party**. One year, some children "forgot" to bring their secret friends a gift. There were terrible, emotional "moments" when the students who had been forgotten were looking for their presents and not finding anything. Although I had some "generic" gifts on hand, the forgotten students were still very aware of what had happened.
- **The gifts should not exceed \$7**. There are many thoughtful gifts available! More expensive gifts will embarrass the students who have kept to the budget, so please, stay within the limit.
- Your child **must be present** on Friday, December 18th. A sudden decision for a family vacation leaves the Secret Friend still at school wondering where his/her Secret Friend is on the day of the party.
- **Oh! One more point...talk to your child about how secrets are kept (by not telling anyone else who the secret friend is).**
- Please sign the Parent-Student note and have your child return it to school **Thursday, Dec. 3rd**.

## Room 17's *Week of the Secret Friend*

Now I know about the "Secret Friend Project."

\_\_\_\_\_ **Yes**, my child will participate **in the Secret Friend Activity** and **will be present on 12/18**. I will supervise my child's letters to his/her secret friend to make sure they're **neat, thoughtful, and appropriate**.

*(S/he will write the notes, purchase and wrap gift, and bring the gift to class on 12/18 (or earlier.)* I also agree to supervise the note-writing to make sure the notes are neat and complete.

\_\_\_\_\_ **No**, my child will NOT participate.

Parent's

Signature \_\_\_\_\_



I agree to write **splendid**, neat and upbeat "Clue Notes" to my secret friend. I also promise to keep the identity of my secret friend a secret until December 18<sup>th</sup>.

Student's Signature \_\_\_\_\_