

Email template: For teachers to send to parents and carers

Copy and paste the email template below to share No Pens Day with parents and carers and get them involved in raising vital funds. Remember to personalise it for your school or setting!

Dear Parent/Guardian,

As you may already know, Wednesday 20 May is No Pens Day! Our [school/setting/class] is excited to be joining many others around the UK for the biggest show and tell around – and fundraising to make a difference.

To do that, we need your help!

We're asking each pupil to make a donation to Speech and Language UK to take part and help the 1 in 5 children in the UK who struggle with talking and understanding words feel heard. The money our [school/setting/class] raises will help children nationwide get the support they need.

As part of No Pens Day, **we're also asking each pupil to bring an item of their choice to tell their class about – No Pens Day is also the biggest show and tell around!** This will give your child a chance to practice their communication skills, build their confidence, and listen and talk to others in their class about something that matters to them. We've got lots more exciting activities planned as well.

[You can add detail here about your specific plans to show parents and carers what will be happening on the day.]

There are more benefits, too. By taking part and fundraising, our school will also have the chance to unlock some amazing training, tools, resources from Speech and Language UK that our staff and pupils can use in the future – for free. That means your child's speech, language, and communication skills could get a long-term boost!

Speech and Language UK

Unit A The Cube Building, 17-21 Wenlock Road, London, N1 7GT | Tel: 020 7843 2510 | speechandlanguage.org.uk

Speech and Language UK is the operating name of I CAN Charity, a registered charity in England and Wales (210031) and Scotland (SC039947), which is a company limited by guarantee registered in England and Wales (00099629). Registered address: 17-21 Wenlock Road, London, N1 7GT.



How to donate

Donate to our fundraising page online here: [insert your school or setting's fundraising page link] or give your child some money to bring in.

You can also donate by scanning this QR code:

Together, we can kick off a conversation that matters and help every child feel heard.

Thank you for your continued support.

Yours faithfully,
[name/signature]

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