

FAMILY PACKET

Family Packet, Grade 3, Cluster 6, Module 4: Argumentative Correspondence: The Persuasive Letter

A warm, plain language guide to what your student is learning this week, with easy ways to talk and work together at home. **Every page is in English and Spanish.**

Welcome, families. This week your student is learning to deliver an argument to a real audience by writing a persuasive letter. The argument stays the same, the claim, reasons, evidence, and explanation, while the format changes to a Greeting, SET introduction, TREES body, RRR conclusion, and Closing.

Ask your student to teach you the parts of a letter. Teaching them out loud is part of how the learning sticks.

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A note from the classroom about the week's learning.

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Easy ways to talk about the week's learning.

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En español

Todo este paquete también está disponible en español.

1 Family Letter

Dear Families,

This week your student is learning to deliver an argument to a real audience by writing a persuasive letter. The argument stays the same, including the claim, reasons, evidence, and explanation, while the format changes to a Greeting, SET introduction, TREES body, RRR conclusion, and Closing.

We are practicing with Crash and The Good Citizen. Your student may write to a teacher, a friend, or a community leader. Please ask, who will read this letter, and why will that reader care.

Try this at home, Dear blank, I think blank because blank. Ask your student to name the decision and the reasons.

With appreciation,

[Classroom teacher signature]

The Writing Academy, LLC

ASK FOR A DEMONSTRATION

Ask your student to name the reader of their letter and explain why that reader would care. A strong letter is written for a specific person.

2 Family Tip Sheet

The skill, in plain words

Your student is learning that a strong argument stays stable while the writer shapes it for a specific reader. The persuasive letter has five parts, a Greeting, a SET introduction, a TREES body, an RRR conclusion, and a Closing. The argument does not change, only the format and the audience.

The standard, in plain words

This week the work connects to Texas standards for writing. Your student composes correspondence that states a claim, develops it with reasons and evidence, and fits the audience and purpose. In plain words, your student writes a letter that argues one position clearly for a real reader.

The letter parts your student uses



Greeting and SET

Say hello and open the argument with purpose, bridge, and thesis



TREES body

Prove the claim with reasons, evidence, and explanation



RRR and Closing

Bring the argument home and say goodbye to the reader

How to help without giving the answer

- Ask who will read the letter and why that reader cares.
- Ask your student to state the decision and the reasons before writing.
- Ask which part of the letter introduces, proves, and closes the argument.
- Ask your student to teach you the letter parts, Greeting, SET, TREES, RRR, Closing.
- Let your student write the letter. Your job is to ask good questions, not to supply the answer.

claim

a decision stated with because and reasons

Example, my claim is Amina should have told the truth.

audience

the person or people who read the letter

Example, my audience is the teacher.

evidence

a detail from the passage that supports a reason

Example, the passage shows Amina raised her hand.

purpose

the reason the writer is writing

Example, my purpose is to persuade the reader.

letter

a message written to a specific reader

Example, I deliver my argument in a letter.

greeting

the hello at the start of a letter

Example, Dear Mrs. Ramirez is the greeting.

closing

the goodbye at the end of a letter

Example, Sincerely is the closing.

reason

why the decision makes sense

Example, honesty builds trust.

explanation

words that tell how evidence proves an idea

Example, my explanation connects the proof to the claim.

decision

a choice a person makes

Example, telling the truth was the decision.

reader

the person who reads the letter

Example, the reader should understand my position.

format

the shape a piece of writing takes

Example, the argument stays the same, only the format changes.

Tip for reading together. Ask your student who a letter is for before reading it. Knowing the reader is the first step to writing a letter that works.

4 Our Thinking Tool

This week your student uses one thinking tool, the persuasive letter. The argument stays the same, while the format and the audience change.

The parts of the persuasive letter

Part	What it does
Greeting	Names the reader, such as Dear Mrs. Ramirez
SET introduction	Statement of purpose, bridge, and thesis (central idea) that is the claim
TREES body	Proves the claim with reasons, evidence, and explanation
RRR conclusion	R1 restates, R2 refers to the evidence, R3 reflects
Closing	Says goodbye to the reader

What stays the same

The claim, the reasons, the evidence, and the explanation stay the same in every format. Only the greeting, the shape, and the audience change. A writer asks one question, what do I want this reader to understand or do.

Mini version to use at home

Try it together

Ask your student to say a letter out loud, Dear blank, I think blank because blank. Sincerely, blank. Then ask who the reader is and why the reader would care.

Answer for families. A persuasive letter is a claim with reasons, written for one reader. The greeting names the reader, and the closing says goodbye.

The HABIT If you have to decide, you must declare the WHY. In a letter, the WHY is declared with reasons that fit the reader.

5 Conversation Starters and a Simple Family Activity

- Ask your student what a claim is and how it is different from a topic statement.
- What does it mean to declare the WHY after making a decision?
- How would your student decide whether Amina should have told the truth about breaking the jar, and why?
- What two reasons could support Maya returning to the shelter to feed Rusty?
- How does the reader change the way a writer presents the same argument?

Decide and Declare

Ask your student a question that requires a choice. The student must state a decision and declare the WHY by finishing blank because blank.

Build the Letter

Choose Crash or The Good Citizen. Ask your student to name a reader, write a Greeting, and build a short claim with reasons. Example, Amina should have told the truth because honesty builds trust, shows responsibility, and helps solve problems.

6 What Strong Work Looks Like

Here is a strong persuasive letter to this week's writing prompt. The argument reaches a real reader.

Prompt. Explain if Amina should have told the truth about breaking the jar.

Greeting and SET

Dear Mrs. Ramirez, I am writing because Amina faced an important choice after the class plant jar broke. In Crash, she had to decide whether to stay silent or tell the truth. Amina should have told the truth because honesty builds trust, shows responsibility, and helps solve problems.

TREES body

Amina raised her hand and said she bumped the table and knocked the jar over. This evidence proves that she accepted responsibility instead of hiding the accident. She may have worried about getting in trouble, but telling the truth helped her classmates understand and work together.

RRR and Closing

Amina made the right decision. Her honesty helped the class trust her and repair the problem. This matters because responsible choices can make a difficult situation better. Sincerely, Jordan.

Checklist for strong work

- ☐ The letter names a specific reader in the Greeting.
- ☐ The SET introduction opens with purpose, bridge, and thesis (central idea).
- ☐ The TREES body proves the claim with reasons, evidence, and explanation.
- ☐ The RRR conclusion restates, refers, and reflects.
- ☐ The Closing says goodbye to the reader.

7 Progress at Home

My student can...

- ☐ name the reader of a letter and why the reader cares
- ☐ write a Greeting and a Closing
- ☐ open a letter with purpose, bridge, and thesis (central idea)
- ☐ prove the claim with reasons and evidence
- ☐ restate, refer, and reflect in the conclusion
- ☐ keep the argument the same for a new reader

Student name

Family signature

Date

Please sign and send this page back to school with your student. The teacher will celebrate the progress together with your student.