

## IMPORTANT INFORMATION ABOUT LETTERS TO SANTA

### Please share with all teachers and educators

Though it may seem like fall has just started, Santa's North Pole Post Office is already gearing up for this year's letter-writing frenzy. Last year our volunteers replied to a record-breaking 1.6 million letters from children in about a four-week period. It's a big job, but we love doing it.

We are making a few changes this year to ensure the program remains a special experience for every child. We know many kids write two letters to Santa – one at school and one at home. This can lead to a child receiving inconsistent responses from Santa. To avoid this, we are introducing the following approach with class letters that we hope you will enjoy with your students.

Santa will reply to all classes with a larger poster-size group letter which includes the names of all children in the class to put up in the classroom. This will replace the individual responses to students in schools and daycares. The class letter's envelope will also include a small gift that will extend the magic of Christmas for children; a special package of seeds from the North Pole. Each package will contain enough seeds for you to conduct a special classroom activity. Whether you wish to use the seeds to teach your students about nature and the environment, or to simply extend the Santa magic, is up to you.

#### Mailing letters:

- ✓ **Letters to Santa must be mailed by December 2.** We realize this is early in your holiday activities (though it is a great holiday kick-off activity!), but it is the only way to ensure our volunteers have enough time to get replies back to you before the holiday break.
- ✓ **Package all letters in one large envelope to mail to Santa.**
- ✓ We are unable to mail letters back to a child's home. Privacy legislation prohibits the sharing of home addresses by schools.
  - **We will NOT send letters to children's homes.**
- ✓ Please **include a printed class list** in the package. This avoids the misspelling of a child's name and ensures all students (even those absent on letter-writing day) are included on Santa's NICE list.
  - **School packages that do NOT contain a class list will be sent a blank class letter.**
- ✓ Please **complete the attached checklist** and include it, with the children's letters, in your package.
- ✓ **Your package does not require postage** and can be either mailed or dropped off at your nearest post office.

**International letters:** For our friends writing us from outside Canada, please note that we are unable to guarantee delivery times outside Canada. We will do our best to ensure replies are sent in a timely manner, but you may receive after-Christmas postcards, or before-Christmas replies after Christmas, due to distance and other delays.

**Teacher's Corner at [canadapost.ca/santa](http://canadapost.ca/santa):** After November 1, Santa's Canada Post website will have a downloadable PDF of the Write to Santa poster (copy enclosed), a copy of the checklist and four template letters to Santa. Also on the site, after December 15, will be two versions of a last-minute letter from Santa that you can print and distribute. Our volunteers do their very best to have Santa replies back to your school as soon as possible. However, should an issue arise and letters are delayed, these last-minute letters can be helpful.

If you have any questions, please email [hohoho@canadapost.ca](mailto:hohoho@canadapost.ca).

Thank you so much for supporting the Santa Letter-writing Program and helping to ensure the program is a success again in 2017. You are instrumental in making lasting memories for another generation.