

January 14, 2019



Dear Bassett Families,

Bassett is pleased to announce the launch of our annual and final year of the **Bassett Young Authors'** program! If your child has an interest in writing and illustrating an original book...this might be just the opportunity for you! Please fill out the attached **Participation and Planning Form** and have your child turn it into the Young Authors' box in the office no later than **January 22, 2019** if you'd like to participate. Each child may submit one book to the Young Authors' program. There is to be no more than one author per book. In order to facilitate a quality program, **no participant forms will be accepted after January 22, 2019**. Thank you in advance for your cooperation with deadlines.

The following is an overview of how the program works. More details will be provided as each step is completed along the way. A list of deadlines is attached at the end of the letter to help you and your Young Author plan ahead. Please cut that portion and keep in a safe spot for future reference! ☺

Participation and Planning Form: The first step in the process will be for your child to decide what type of book he/she would like to write. Please check your child's choice on the attached participant form. A brief outline of the story plan should follow. Where applicable, this would include such things as characters, setting, and plot or main idea. Please make sure the books are of appropriate content/subject matter and are free of violence.

Review of Form: After the committee reviews the Participation and Planning form, it will be returned to your child. Then your child will be ready to begin drafting his/her story. Please encourage your child by offering appropriate prompts to develop a quality story. This year we are asking that a **25 page limit be observed** when writing a book. This can be up to 25 pages of all writing, up to 25 pages of 1 or more sentences with a picture, or up to 25 pages of poetry, etc. Be creative, but please keep the number of pages within the limit.

Write and Turn in Rough Draft: When a clean and legible draft (typed or handwritten double spaced) has been completed, please have your child turn it into the Young Authors' box in the office no later than **March 1, 2019**. Please DO NOT include illustrations with the rough draft. Save the illustrations and art work for your final piece!

Editing: The committee will edit your Young Author's story once a rough draft is submitted. Following the editing and approval, the story will be **returned to the author no later than March 15, 2019**.

Final Copy: Completed books (typed and illustrated stories, cover, and the About the Author page) must be returned to the Young Authors' box in the office no later than **April 5, 2019**. Our parent volunteers will then bind them for publication. We thank the PTA for their support in the Bassett Young Authors' program!

Young Authors' Celebration: We are planning a celebration to be held at Bassett on the morning of **May 8, 2019 at 8:15 am**. There will be more details to come regarding this special celebration.

Thank you for your dedication and hard work in helping us to make this a rewarding experience for your budding author! We look forward to an exciting enrichment activity for the young authors of Bassett Elementary School that will bring fond memories for many years to come.

Fondly,
The Bassett Young Authors' Committee

(If participating...cut and save for future use)

Young Authors' Timeline

- 1. Participation and Planning Form due: Tuesday, January 22, 2019*
- 2. Planning forms returned to author: Friday, February 1, 2019*
- 3. Rough Drafts due: Friday, March 1, 2019*
- 4. Edited drafts returned to authors: Friday, March 15, 2019*
- 5. Final copy due: Friday, April 5, 2019*
- 6. Bassett Young Authors' Celebration: Wednesday, May 8, 2019 @ 8:15 am*

****Items may be turned in earlier than the due date.*

****There will be a box in the office marked Young Authors where items are to be turned in.*