

Hear Ye! Hear Ye!
Duncan Chapel Opens School Post Office!

Starting on **Monday, October 20th**, the Duncan Chapel mail system will be open for business. Through this “in house” mail system, students practice writing and other standards as they write and respond to letters. The third grade will be responsible for running the “Wee Deliver” post office. Mrs. Thompson will train and supervise the mail workers. Mail will be picked up, sorted, and delivered two times a week.

Parents are encouraged to get involved by writing to your child. You can find out your child’s school address in 3 different ways: **an address book will be located in the front office, the addresses will be posted on the school’s website (look for the link on the Parent’s Page or Resource Page), and every teacher will be sharing their classroom address with you through their newsletter.**

There are “mailboxes” posted on each hallway that may be used.

Please remember to address the letter correctly, including return address. **NO STAMPS necessary! You may use a sticker or drawing in place of the stamp.** Your envelope would look something like the sample below.

Thank you for supporting this fun, learning activity!

~Mrs. Thompson, IC

Mom and Dad Whatever Street Greenville, SC 29617	Fake stamp
Miss Breanna Brown 128 Rainbow Fish Road Greenville, SC 29617	