**Head Start Week of Action Letter to the Editor Guidance**

Here are some tips for your letter to the editor.

* Make an “ask” in your piece, whether you’re asking your elected official to co-sponsor legislation or urging Congress to fund Head Start, you want to write in a way that will encourage others to take action!
* Most papers limit letters to the editor to 150 – 200 words. The shorter it is, the more likely it is that the paper will publish it. That means you must get your points across clearly and quickly.
* Don’t worry about the headline. The newspaper will write its own. You can suggest one, but don’t spend a lot of time on it.
* We are happy to help you submit your piece to a local newspaper, but if you’d like to submit it yourself, you can usually find a form on the newspaper’s website. Look for the Opinion section and a link that says “Submit a letter to the editor.” If you need any help, please email Allie Wright at [alwright@savechildren.org](mailto:alwright@savechildren.org).

Please personalize the copy below. You can include state-specific information by visiting the [National Head Start Association’s website](https://www.nhsa.org/facts). Scroll down to the bottom of the page to find your state’s enrollment numbers.

To the editor,

*As a parent/teacher*, I believe all kids deserve a strong start in life. But too many of the 15 million U.S. children living in poverty—or nearly a quarter of all children living in this country—enter school not prepared to succeed.

Fortunately, high-quality early childhood education programs like Head Start and Early Head Start help low-income kids receive an equal opportunity to thrive. In fact, since its creation, Head Start has helped prepare more than 33 million American children for kindergarten and beyond.

But not all kids who qualify for these programs have access. That’s why I’m urging Congress to invest more in Head Start and Early Head Start. Without this vital program, many kids fall behind and it’s often difficult for them to catch up.

Head Start builds bright futures. Let’s give it the investment it deserves.

*Author name*