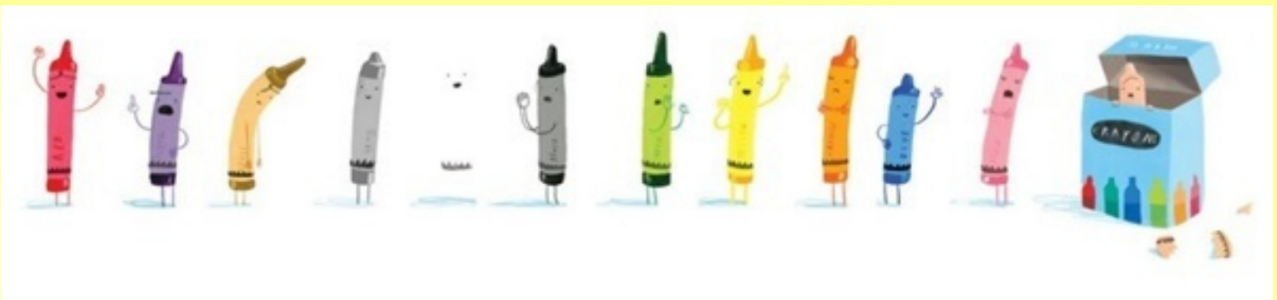


Lesson 3a

L.O: To plan a letter



Imagine you are Duncan, and you need to reply to the crayons, which letter would you reply to? Why?



Print the mixed up letter and cut the paragraphs up. Can you put it back together?

Steps to success

Step 1: Address the crayon e.g. Hi

Step 2: Comment on the crayon's feelings.

Step 3: Apologise for your actions.

Step 4: Explain your actions. Why did you treat the crayon this way?

Step 5: Solve the problem.

Step 6: Sign off the letter.



Dear my wonderful friend Red Crayon,

Thank you for sending me your letter. I had no idea you were feeling so overworked and tired. I imagine you are exhausted from all that colouring. I never realised how much I used you until now.

The only thing I can do is say how sorry I am. I can't believe I have made my pal feel this way. I feel really bad for you. Please forgive me.

The truth is I think you are an amazing colour. I love to colour with you because you're the same colour as my favourite football team. I know I should choose other colours but I always choose you because I think you are so great.

Don't worry, I have a plan. How about I draw the love hearts in pink at Valentines? Also, I could use green for apples. I'll also try and draw less Santa's at Christmas. I just get over excited and like to draw them in everyone's Christmas cards. How about you take a holiday?

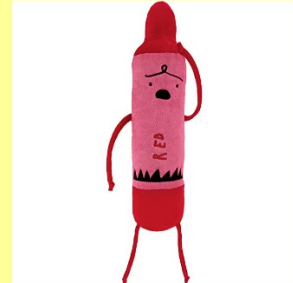
Speak soon,

Duncan

P.S If you need to chat again, please don't keep it from. I'll always be your best mate.

Did you order the letter correctly?

Did you guess it was red crayon?



Your plan

You will be replying as Duncan.

Which crayon is Duncan writing back to?	
What feelings will Duncan acknowledge? <i>Can you think of more than 1?</i>	
What is Duncan apologising for?	
Why did Duncan treat the crayon this way? <i>You can be imaginative here.</i>	
What action will Duncan take?	

Top tips

Read the letter you're replying to before planning.

Use bullet points and notes. It's plan so big details are not needed.

Share your plan with a partner. Could they add anything?