

12 Wilson Close
Kemsing
Sevenoaks
TN14 5BH
24th February 2021

Mrs Butler
Seal C of E Primary School
Zambra Way
Seal
TN15 0GD

Dear Mrs Butler,

I am writing to you because year 1 have been working extremely hard over the lockdown. They have been showing the traits in our character gateways to persevere and show care in their work. Have you seen how amazing their work has been? I thought their musical instruments were fun, colourful and they sounded amazing!

I know that you have seen the videos they made about the weather, and you have to agree that they deserve a reward for working so hard! It is a fact that they have all been trying their best in the math's work we have set them. They have been studious, sincere and stupendous!

You are the kindest head teacher and can clearly see the time they have put into their work. Don't you agree they should have a reward for their efforts?

Yours sincerely,

Miss Cuss

Closing

Greeting

Recipient's
address

Main
body

Date

Your
address