

Tuesday 2nd March

LO: I am learning how to plan a letter

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|-------------------------|---|
| Who is letter to? | Dear _____, |
| Why are you writing? | I am writing because... |
| Reason 1 | I think that... |
| Reason 2 | I also think that... |
| Conclusion | I hope that you will listen to my advice... |
| Who is the letter from? | Yours sincerely, _____ |