



## **TOPIC: WRITE A LETTER FOR ASSISTANCE WITH A SCHOOL GARDEN**

### **National Curriculum Area/s: English**

**Title:** *Writing – Letters to local community groups for donations.*

**Year level(s):** 1-7

### **Strands**

- Language – Text structure and organisation
- Language – Expressing and developing ideas
- Literature – Creating literature
- Literacy – Creating texts

### **Understanding Goals**

- Understand how different types of texts vary in use of language choices, depending on their purpose and context (for example, tense and types of sentences) (ACELA1478)
- Understand how to use sound–letter relationships and knowledge of spelling rules, compound words, prefixes, suffixes, morphemes and less common letter combinations, for example ‘tion’ (ACELA1485)
- Recognise high frequency sight words (ACELA1486)
- Plan, draft and publish imaginative, informative and persuasive texts demonstrating increasing control over text structures and language features and selecting print, and multimodal elements appropriate to the audience and purpose (ACELY1682)
- Reread and edit texts for meaning, appropriate structure, grammatical choices and punctuation (ACELY1683)
- Write using joined letters that are clearly formed and consistent in size (ACELY1684)
- Use software including word processing programs with growing speed and efficiency to construct and edit texts featuring visual, print and audio elements (ACELY1685)

### **Possible links to other curriculum areas**

- Mathematics – Measurement and Number: operations of problems based on the growth/measurements recorded of the plants; graphing of measurements etc.
- Art – still line drawings.
- Writing – narratives, songs, plays.
- T&E – planning, making and appraising an effective garden bed for growing vegetables.
- SOSE – mapping of vegetable growing areas including local, national and international.
- For more suggestions see the ‘Vegetables’ Cross Curriculum Plan on the Smarty Plants website.

### **ACTIVITY LESSON PLAN**

1. As a whole group, read a big book to share the use and framework of a letter. Discuss the features used and identify the key 'language structure'.
2. Explain the task to the children. They will be required to research using local directories, community newspapers etc to find appropriate local businesses or groups who may be able to help with donations or assistance with developing an edible garden at the school for your class.
3. Develop a class chart outlining the framework and draft a sample letter.
4. Then have the children work in pairs, small groups or independently (depending on the age group) to produce the letters.
5. Before posting the letters, discuss the need for a formalised structure of addressing an envelope.
6. Have the children address the envelope to their chosen business or organisation.
7. Share any replies from businesses as they may arrive.

### **MODIFICATIONS FOR OTHER YEAR LEVELS:**

Older year groups would be expected to do this mostly as an independent activity once the task had been sent. The letters could be produced on the school letterhead and either handwritten or word processed on the computer. If available, the children could utilise a variety of media sources like email, posted letter or faxed. Children could also role play phone calls requesting assistance before actually calling local businesses.