|  |  |
| --- | --- |
| Letter success Criteria | ☺ or ☹ |
| Sender’s address |  |
| Date |  |
| Greeting  ‘Dear…’ |  |
| Introduction  e.g.  ‘I hope…’ ‘How are…’ |  |
| More information  Tell Mushu how you celebrate New Year. Ask him at least 2 questions |  |
| Conclusion  e.g.  ‘I hope this answers your questions!’ |  |
| Love from/Best wishes… |  |

Success Criteria Checklists

|  |  |
| --- | --- |
| What my writing should have… | ☺ or ☹ |
| Capital letters |  |
| Finger spaces |  |
| A range of punctuation (., ?, !) |  |
| Use of phonics for spellings |  |
| Conjunction ‘and’ |  |