|  |  |  |  |
| --- | --- | --- | --- |
|   | **Paragraph structure and questions to help plan your paragraphs.**  | **My plan (notes and ideas/ research to help you write your letter tomorrow)**  | **Some useful phrases to help link your reasons.**  |
| Paragraph 1Introduction | Who are you? What is the main reason for writing – raise the issue. |   | As a result…………………In addition…………………Furthermore……………………This causes……………..Consequently……………..Therefore…………….Firstly……………….Secondly…………..Finally……………Moreover………….Another reason…………….An intelligent person like yourself………..It goes without saying…………Surely………In fact……………The real truth is………….Of course…………Naturally………..However………………In conclusion I feel……….My personal opinion is that……….I strongly believe |
| Paragraph 2Reason 1 | Persuasive point oneParagraph starting with **Firstly…**Give your first reason including a fact and include others who share your view. Student council is a good example or parents.  |   |
| Paragraph 3 Reason 2 | Another persuasive reason starting with **Secondly…** Remember to give believable reasons to try to persuade Mrs Sanderson to agree with you.  |   |
| paragraph 4reason 3 | Give your final reason. The paragraph should start with **Finally…** |   |
| Closing paragraph | In this paragraph, you should repeat the outcome you would like from this. Mention that you expect a response and sign off with yours sincerely |  |

WILF – 1st person pronouns □ emotive language□ Rhetorical question □ facts □ use of an authority figure □

Paragraphs □ alliteration □ description □ Fronted adverbials□ Repetition