

Stanbury Primary School
Edge Road
Stanbury
SB1 9SF

Stanbury County Council
17 Union Street
Stanbury
SB1 7EF

Monday 30th January 2016

Dear Mr Mayor,

My name is Martha Stewart, and I am in Class 5P at Stanbury Primary School. I am writing on behalf of my school to ask if you would be able to come and officially open our amazing vegetable patch and school garden, on Tuesday 22nd March at 2pm?

This area has been in development for the last two years and has involved lots of hard work! We are currently producing a variety of different crops including Brussels sprouts, cabbage and cauliflower, all of which are harvested then used in our school dinners. Each class is responsible for maintaining an area of the vegetable patch and a vote took place to decide what each class would like to grow; our class chose potatoes. Last year, Key Stage 2 raised money to buy benches so that we can sit quietly, chat or read in the garden. We have also planted hundreds of daffodil bulbs ready for spring, some classes grew herbs too. Our head teacher, Mr Barratt, organised a school sunflower growing competition and our class came first, it was really fun!

I really enjoy spending time in our school garden and vegetable patch because I think that it is peaceful place and fantastic to see things growing as the year goes on. I particularly like to sit near the lavender because it smells beautiful.

Gardening at school has inspired me to start my own vegetable patch at home. I grow potatoes, peas and onions and I would really like to begin growing fruit such as tomatoes and strawberries.

After the grand opening, we would like to invite you to a special celebration tea party with our school councillors and school gardener of the year, voted for by the pupils. We really hope you will be able to join us.

Yours faithfully,

Martha Stewart

Martha Stewart

Answer these questions in your book using full sentences:

1. When did Martha write this letter?
2. Name two varieties of crops grown in the garden:
3. What did Kye Stage 2 raise money for?
4. How have the school prepared for Spring?
5. Find an example of formal language used:
6. How has the garden improved school life? Explain with evidence from the text.
7. What changes could we make to our own school garden?

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7 Jasmine Road
Essex
EX36 9EL

Wheeler's Deals
12 Main Street
Baytown
Kent
KT15 8RL

26th July 2016

Dear Mr Wheeler,

I bought a red, 2005, Buzuki Whiz from your garage on 16th July 2016 and I am very unhappy with it. I have tried calling you a number of times but as soon as I give my name, I am cut off. I am writing this formal letter of complaint to inform you of the serious issues I have had with this vehicle and what I expect from you as a result.

I started having problems just days after I bought the car from you. These issues include thick smoke coming from the exhaust, faulty windscreen wipers, a heater which only blows cold air, a broken horn and just yesterday one of the wing mirrors fell off. Mr Wheeler, you told me that this car was in excellent condition.

First of all, I demand a full refund by the end of the month. Secondly, the car is sitting in our driveway and I expect that someone will come to collect it by the end of the week. Please be aware that if my expectations are not met, I will be taking the matter further.

Yours sincerely,

Mr S. Holmes

Mr S.Holmes

Answer these questions in your book using full sentences:

1. What did he buy?
2. Name two problems with the car:
3. What could these problems have led to?
4. How does the writer feel about the situation? Use the text to explain your answer.
5. Find an example of formal language used:
6. What does he demand from the company?

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26th July 2016

Dear Mr Wheeler,

I bought a red, 2005, Buzuki Whiz from your dealership on 16th July 2015 and to say I am unhappy with the purchase is an understatement. I have tried calling your garage a number of times but as soon as I give my name, the line goes dead. I am writing this formal letter of complaint to inform you of the serious issues I have had with the vehicle and what I expect from you as a result.

Days after buying the car, I experienced the following problems: thick smoke coming from the exhaust, a loud rattling noise under the car bonnet, faulty windscreen wipers, a heater which only blows cold air, a broken horn, a sun roof which refuses to open and just yesterday one of the wing mirrors fell off. Mr Wheeler, you assured me that this car was in excellent condition and I trusted you. This car is unfit to drive and could have caused me to be involved in a road traffic accident.

Firstly, I demand a full refund by the end of the month. Furthermore, the car is sitting in our driveway and I expect that someone will come to collect it by the end of the week. Please be assured that if my expectations are not met, I will be taking the matter further.

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1. What did he buy and when?
2. Has he owned the car for more than a year? Explain how you know:
3. What does the phrase 'an understatement' mean?
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