

Coppice Primary School
Trinity Road
Sutton Coldfield
B75 6TJ
18th May 1982

Dear Roald Dahl,

I am writing to thank you for writing such entertaining stories. Ever since reading your first book *The Gremlins*, I have become addicted to reading. I think it's just terrific – certainly my favourite so far! Since then, I have read more of your books and have loved them all.

My name is Mark and I am 8 years old. I am known as the 'Book Worm' (which I love) and I read at every chance that I can. My teacher is always telling me to put my book away in my bag and read it again during the next break. Sometimes they don't notice me and I read all lesson. It's great! Please don't tell my mum though.

The main reason for me writing to you is that I would love to become a children's author, just like you, and I would love some tips on what makes a great story that people want to read. How do you plan each story? How do you create the plot?

I love *James and the Giant Peach*. It gripped me from start to finish. What a magical and fascinating journey that James goes on.

My mum wanted me to tell you that her favourite is *Charlie and the Chocolate Factory*. She tries to read it to my little sister every night. I think that she can even retell it without looking at the words. The Oompa-Loompas make her giggle every time she reads about them.

I have a few ideas for my first book and I have begun to make a plan just like my teacher has taught me. There are three main characters (one young boy, based on a boy I used to know and two animals that he meets on his magical journey).

Please write back to me, I would really like some advice in the start of my journey to becoming an exciting author just like you.

Yours sincerely

Mark

Read your text and then decide which features it has.

Then use your knowledge of informal and formal letters to help you decide what type of letter you have just read.

Feature	Yes or no
Sender's address included	
The address of recipient	
Date included	
Letter begins with 'To' or 'Dear'	
Dear Sir/Madam if you don't know the recipient or Dear Mr/Mrs/Miss (Surname) if recipient is known.	
Recipients first name used	
Opens with an informal greeting	
Sender signs off with an informal goodbye such as 'From', 'All the best' or 'Love from'.	
The letter ends with 'yours faithfully' if you don't know the recipient or 'yours sincerely' if you know the recipient.	

ANSWERS – HARDER

Read your text and then decide which features it has.

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Formal
Informal