112 Mallstead Road
Newton
WA 6023
3rd November

Dear Mr Green,

Christmas is just around the corner and I am writing to ask you to cancel Christmas at our school. Christmas activities waste learning time and they are also a waste of money.

Firstly, Newton Primary School is a very successful school. While Christmas crafts, singing and games are fun, they are not useful or educational activities. Surely, giving students more time to learn skills is more important than Christmas?

Christmas is a waste of money. Each year our school spends a large amount of money on supplies for Christmas craft, decorations and parties. The money spent on Christmas activities could be spent on more important things.

Finally, Christmas is harmful to the environment. The amount of Christmas lights and electrical decorations we set up are a waste of energy.

Newton Primary School is a great school, but cancelling Christmas would improve our education, save us money and could even help to save the planet!

I look forward to hearing your response.

Yours sincerely,

Riley Matthews

Questions

1. Who wrote this letter?

   _____

2. What is the author's address?

   _____

3. To whom is this letter being written?

   _____

4. What is Riley's purpose for writing this letter?

   _____

5. Which three reasons does Riley give for wanting to cancel Christmas at school?

   _____

Answers

1. Who wrote this letter?
   Riley Matthews wrote this letter.

2. What is the author's address?
   The author's address is 112 Mallstead Road, Newton, WA 6023.

3. To whom is this letter being written?
   This letter is being written to Principal Chang.

4. What is Riley's purpose for writing this letter?
   Riley's purpose for writing this letter is to convince Principal Chang that their school should no longer celebrate Christmas.

5. Which three reasons does Riley give for wanting to cancel Christmas at school?
   Riley's reasons are: Christmas is a waste of learning time; it is a waste of money; and Christmas is bad for the environment.