

Thank You letter

Today I would like you to write a thank you letter to someone who gave you your favourite Christmas present.

I have written an example on the following page which you can use to help you.

Things to remember when writing your letter.

- The address on the top right. Please use the school address if you wish and copy it from my example.
- Date under the address
- Dear ...
- Can you ask them some questions ...?
- What was your favourite present?
- Why was it your favourite present?
- Don't forget the sign off e.g. write your name at the bottom

Can you draw a picture of your favourite present?

Kingsland Primary School
Kingsland
Leominster
Herefordshire
HR6 9QN
Friday 8th January 2021

Dear Huw,

How are you? I'm sorry I haven't written sooner but I was very busy. Did you have a wonderful Christmas?

I am writing this letter because I loved your special jumper you gave me and I wanted to thank you for it. It was my favourite present because it matches the colours of my favourite football team, Tottenham Hotspur. Also, it is so warm that it will keep me cosy on winter days.

What was your favourite Christmas present? I really look forward to hearing about your Christmas, write back soon.

Happy New Year from,
Mr Powell