

# Y3 Letter Writing: Informal Example Text

Winter Palace Hotel  
Cairo  
Egypt  
22nd October, 1922

Dear Aunties,

How's everyone doing back in cold, drizzly England? It's roasting hot here in the Sahara!

Well it's been such a busy week so far here in Cairo while we've been planning our next trip up the River Nile to Luxor. Do you remember that's where I told you we're going to look for King Tutankhamun's grave? Before we can leave, I have to make sure we've got all of our stuff packed ready. Mind you, I'll have to hire dozens of people to carry it all from the boat to the dig site once we get there since it weighs an awful lot!

My favourite donkey's leg is a bit poorly and she's incapable of walking so I'll have to get her some medicine and ask a vet to look at her if I can find one. Hope that's not too expensive or Lord C will moan about the cost!

I reckon we're really onto the right place this time. All the information I've gathered shows Tut's just got to be there. Fingers crossed everyone!

I'll write again when I've got some more news.

Love,  
Howard X

## Y3 Letter Writing: Informal Example Text

Oak Tree House  
Norwich Road  
Swaffam  
Norfolk  
5th November, 1922

Dear Howard,

We loved getting your last letter from Cairo because it's great hearing what you've been up to.

It sounds incredible to be in Egypt hunting for all those fabulously beautiful artefacts. When we showed our friend Ada a picture from the newspaper of what you're doing, she said, "Ooh, I wish I was there too!"

All the family is excited to see what miraculous treasures you unearth in Luxor. Or maybe I should say un-sand? Ha ha! I've got a little bet on that there'll be several ounces of gold and I don't want to be disappointed!

I'm sending some new handkerchiefs with this note because I just bet you've lost yours again! It must get sweltering there as well so they'll certainly come in handy for wiping your face!

We're so looking forward to hearing more of your news soon, and good luck searching for your 'old pal' King Tutankhamun.

Lots of love,  
Aunty Vera X

# Y3 Letter Writing: Informal Example Text

## Annotated Genre Features

Winter Palace Hotel  
Cairo  
Egypt<sup>1</sup>  
22nd October, 1922<sup>2</sup>

<sup>1</sup> sender's address

<sup>2</sup> the date

<sup>3</sup> appropriate  
greeting

Dear Aunties,<sup>3</sup>

<sup>4</sup> introduction

How's everyone doing back in cold, drizzly England? It's roasting hot here in the Sahara!<sup>4</sup>

<sup>5</sup> chatty, informal  
style

Well<sup>5</sup> it's been such a busy week so far here in Cairo while we've been planning our next trip up the River Nile to Luxor. Do you remember<sup>5</sup> that's where I told you we're going to look for King Tutankhamun's grave? Before we can leave, I have to make sure we've got all of our stuff<sup>5</sup> packed ready. Mind you<sup>5</sup>, I'll have to hire dozens of people to carry it all from the boat to the dig site once we get there since it weighs an awful lot!

My favourite donkey's leg is a bit poorly<sup>5</sup> and she's incapable of walking so I'll have to get her some medicine and ask a vet to look at her if I can find one. Hope that's not too expensive or Lord C<sup>5</sup> will moan<sup>5</sup> about the cost!

I reckon<sup>5</sup> we're really onto the right place this time. All the information I've gathered shows Tut's<sup>5</sup> just got to be there. Fingers crossed everyone!<sup>5</sup>

<sup>6</sup> conclusion

I'll write again when I've got some more news.<sup>6</sup>

<sup>7</sup> complimentary  
close

Love,<sup>7</sup>

<sup>8</sup> finishes with the  
sender's name or  
signature

Howard X<sup>8</sup>

# Y3 Letter Writing: Informal Example Text

## Annotated Genre Features

Oak Tree House  
Norwich Road  
Swaffam  
Norfolk<sup>1</sup>

<sup>1</sup> sender's address

5th November, 1922<sup>2</sup>

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Dear Howard,<sup>3</sup>

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<sup>6</sup> conclusion

We're so looking forward to hearing more of your news soon, and good luck searching for your 'old pal' King Tutankhamun.<sup>6</sup>

<sup>7</sup> complimentary  
close

Lots of love,<sup>7</sup>

<sup>8</sup> finishes with the  
sender's name or  
signature

Aunty Vera X<sup>8</sup>

# Y3 Letter Writing: Informal Example Text Annotated

## Grammar, Punctuation and Spelling Features

All text: the full range of spelling, grammar and punctuation features taught in previous year groups present throughout the text

<sup>2</sup> correct tense used consistently

<sup>3</sup> present perfect tense

<sup>4</sup> 'a' or 'an' used correctly

<sup>5</sup> writing organised into paragraphs around a theme

<sup>6</sup> simple layout devices in non-fiction, e.g. headings and sub-headings

<sup>7</sup> conjunctions to express time, place and cause, e.g. when, before, after, while, so, because

<sup>8</sup> adverbs to express time, place and cause, e.g. then, next, soon, therefore

<sup>9</sup> prepositions to express time, place and cause, e.g. before, after, during, in, because of

<sup>10</sup> subordinate clauses

[Winter Palace Hotel  
Cairo  
Egypt  
22nd October, 1922]<sup>6</sup>

<sup>11</sup> inverted commas in direct speech

<sup>12</sup> a wider range of words with prefixes spelled correctly, e.g. irrelevant, autograph, incorrect, disobey, superstar, antisocial

<sup>13</sup> a wider range of words with suffixes spelled correctly, e.g. usually, poisonous, adoration

<sup>14</sup> common homophones spelled correctly, e.g. which and witch

<sup>15</sup> some of the year 3 and 4 statutory spelling words spelled correctly

Dear Aunties,

How's everyone doing back in<sup>9</sup> cold, drizzly England? It's<sup>2</sup> roasting hot here<sup>14</sup> in<sup>9</sup> the Sahara!

[Well it's been<sup>14</sup> such a<sup>4</sup> busy week<sup>14</sup> so far here in<sup>9</sup> Cairo while<sup>7</sup> we've been planning<sup>3</sup> our next trip up<sup>9</sup> the River Nile to Luxor. Do you remember<sup>15</sup> that's where I told<sup>2</sup> you we're going to<sup>2</sup> look for<sup>9</sup> King Tutankhamun's grave? Before<sup>7</sup> we can leave<sup>2</sup> I have to make sure<sup>14</sup> we've got all of our stuff packed ready. Mind you, I'll have to hire<sup>14</sup> dozens of<sup>9</sup> people to carry<sup>2</sup> it all from<sup>9</sup> the boat to<sup>9</sup> the dig site [once<sup>7</sup> we get there since<sup>7</sup> it weighs<sup>14</sup> an<sup>4</sup> awful lot!]<sup>10</sup> ]<sup>5</sup>

My favourite<sup>15</sup> donkey's leg is a<sup>4</sup> bit poorly and<sup>7</sup> she's incapable<sup>12&13</sup> of<sup>9</sup> walking so<sup>7</sup> I'll have to get her some<sup>14</sup> medicine<sup>15</sup> and ask a<sup>4</sup> vet to look at<sup>9</sup> her [if<sup>7</sup> I can find one.]<sup>10</sup> Hope that's not too<sup>8</sup> expensive or Lord C will moan<sup>2</sup> about<sup>9</sup> the cost!

I reckon we're really onto<sup>9</sup> the right place this time<sup>8</sup>. All the information<sup>13</sup> I've gathered<sup>3</sup> shows Tut's just got to be<sup>2</sup> there<sup>14</sup>. Fingers crossed everyone!

I'll write<sup>2</sup> again<sup>8</sup> when<sup>7</sup> I've got some more news.

Love,  
Howard X

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[It sounds incredible<sup>12&13</sup> to be in<sup>9</sup> Egypt hunting for<sup>9</sup> all those fabulously<sup>13</sup> beautiful<sup>13</sup> artefacts. When<sup>7</sup> we showed<sup>2</sup> our<sup>14</sup> friend Ada a<sup>4</sup> picture from<sup>9</sup> the newspaper of<sup>9</sup> what you're doing<sup>2</sup>, she said, "Ooh, I wish I was there too!"<sup>11</sup>

All the family is<sup>2</sup> excited to see what miraculous<sup>13</sup> treasures you unearth<sup>12</sup> in<sup>9</sup> Luxor. Or maybe I should say un-sand? Ha ha! I've got<sup>2</sup> a<sup>4</sup> little bet on<sup>9</sup> that there'll be<sup>2</sup> several ounces of gold and I don't want to be<sup>2</sup> disappointed<sup>12</sup>!

I'm sending<sup>2</sup> some new handkerchiefs with<sup>9</sup> this note [because<sup>7</sup> I just bet you've lost<sup>3</sup> yours again!]<sup>10</sup> It must get<sup>2</sup> sweltering there<sup>14</sup> as well so they'll certainly<sup>13</sup> come in handy for<sup>9</sup> wiping your face!]<sup>5</sup>

We're<sup>2</sup> so looking forward to hearing more of<sup>9</sup> your news soon<sup>8</sup>, and good luck searching for<sup>9</sup> your 'old pal' King Tutankhamun.

Lots of<sup>9</sup> love,  
Aunty Vera X

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[Well it's **been**<sup>14</sup> such **a**<sup>4</sup> busy **week**<sup>14</sup> so far here **in**<sup>9</sup> Cairo **while**<sup>7</sup> **we've been planning**<sup>3</sup> our next trip **up**<sup>9</sup> the River Nile **to** Luxor. Do you **remember**<sup>15</sup> that's where I **told**<sup>2</sup> you **we're going to**<sup>2</sup> look **for**<sup>9</sup> King Tutankhamun's grave? **Before**<sup>7</sup> **we can leave**<sup>2</sup> I have to make **sure**<sup>14</sup> we've got all of our stuff packed ready. Mind you, I'll have to **hire**<sup>14</sup> dozens **of**<sup>9</sup> people **to carry**<sup>2</sup> it all **from**<sup>9</sup> the boat **to**<sup>9</sup> the dig site [**once**<sup>7</sup> **we get there since**<sup>7</sup> **it weighs**<sup>14</sup> **an**<sup>4</sup> **awful lot!**]<sup>10</sup> ]<sup>5</sup>

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I reckon we're really **onto**<sup>9</sup> the right place **this time**<sup>8</sup>. All the **information**<sup>13</sup> **I've gathered**<sup>3</sup> shows Tut's just got **to be**<sup>2</sup> **there**<sup>14</sup>. Fingers crossed everyone!

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