

Dear Parents,

We have put these slides together in order to help the children with the writing process.

If you are able to go through the slides with them that would be very helpful.

Most of the activities can be completed independently but your child would find it easier if they are able to talk through their ideas, even if it is in your home language.

We want to ensure your child is not at a disadvantage when they return to school.

If your child is attending school this week they will be completing this learning with their teacher.

If you have any questions please email the school learning@wembleyprimary.brent.sch.uk

Year 6 Team

Monday 8th June

Spellings

Make a list of homophones you know of.

- <https://www.youtube.com/watch?reload=9&v=3prL9EHifw0>

What tricks do you use to remember how to spell the different homophones?

There / They're / Their

- There – I remember 'Here There'

e.g. 'He walked over there.'

- They're – can you expand the contraction to They are? If it makes sense use They're if not it is one of the others.

e.g. They're my friends. = They are my friends

- Their – is showing possession of a noun 'I' belongs to me so Their

e.g. Their whisker are long.

Come up with a way to remember how to spell four of these homophones.

Homophones

Word Mat



same pronunciation • different spelling • different meaning

twinkl

Task 1

- Write a paragraph including as many homophones as you can think of.
- Challenge:
 - You could also include close homophones e.g. device / devise.

Tuesday 9th June 2020

LO: To identify features of a formal letter.

Formal Letters

- Read the three examples of formal letters and complete the table with examples of features.

Task: Features of formal letter

Please read the three model formal letters and fill in the table with examples of their formal letter writing features.

	Rigorous Movers' letter	Headmaster's letter	Customer's letter of complaint
Addressed to Dear Sir/Madam or Dear Mr/Miss/Mrs (name)			
Name and role of sender (if working in business)			
Opening - explain reason for writing			
A call to action for the recipient			
Formal, business-like, impersonal language			
Sophisticated punctuation choices, such as : ; - =			

grammarsaurus.co.uk

There is a larger
example in a few
slides.

4th July 2020

Dear parents and carers,

It is with regret that I have to write to you today to inform you of some sad news from our school community. Here at Yardley Primary School, we pride ourselves on having a welcoming and inclusive school where our core values of love, respect and honesty shine through our children and their actions.

Unfortunately, some of our children have fallen short of upholding these values. I am writing to you to request you support me in resolving this matter with upmost urgency.

On Monday afternoon, we believe a group of children have re-entered the school after the home time bell rang: they had decided it would be wise to release our school rabbits out of their secured cages. Upon opening the cages, the children then allowed the rabbits to roam freely in our forest school. At 4:30pm, we received a call from a concerned neighbour when she saw two of the rabbits attempting to burrow under the school fence. Thanks to the vigilance of this anonymous neighbour and the speedy reactions of Mrs Swift, we were able to locate all of the much-loved rabbit family, and return them to their rightful home.

We have spoken to the children about this serious and rebellious event during an assembly this afternoon and we believe the culprits were present, but silent. We implore you to speak with your child/children this evening and explain the severity of the situation. If you gain any information through your discussions or if you witnessed anything, then please contact me urgently.

We do not condone this type of behaviour and we want to make sure the culprits receive their rightful consequences, which will be community service helping out with maintaining our school gardens.

Yours sincerely,

Mrs Godwin

Head teacher



RIGOROUS MOVERS

**Rigorous Movers
Unit 45
Ford Business Park
London
N1 4ED**

**56 Dalton Road
London
N16 5FR**

7th May 2020

Dear Mrs Dubois,

It has come to our attention that your repayments to our company, Rigorous Movers, have stopped. We write to you to enquire what has happened and how we can resolve this issue. On 13th March, you signed and agreed to 12 payments of £99.99 in order to pay off your outstanding balance for receipt of one of our top of the range 'Fitness Blasters'. At the point of writing this letter, you have made six payments – each has been received prior to your payment deadline date. This leads us to believe that you are indeed a person who prides themselves on paying back what they owe.

If there have been extraordinary circumstances, which have led to this non-payment, then we would like to know how we can support you. You have fourteen days from receipt of this letter to pay this month's outstanding balance. If we do not receive payment in this generous extension of a payment window, then we will have no other choice than to refer your lack of payment to the head office. It will accrue an additional fine of £49.99; please refer to your contract's terms and conditions for further information on this matter.

Please get in contact with us as soon as is possible on either:

Telephone – **0141 391 3829**

Email – **support@rigourousmovers.com**

Or, via the address at the top of this letter.

At Rigorous Movers, we pride ourselves on our top-class and friendly customer service – we are certain we are being responsible lenders to responsible customers. We look forward to your response and hope we can resolve this matter with urgency.

Yours sincerely,

Yosin Marr

Debt Management Adviser

Rigorous Movers – the UK's number one sports shop





tiktik

675 Glastonbury Road
Bath
Somerset
BS16 9SA

Tiktik Customer Services – Complaints section
Tiktik Headquarters
14 Hardman Lane
Birmingham
BH1 3DF

Dear Sir/Madam,

RE: Purchase of Tiktik handheld gaming device (6738347129)

I am writing to you as I, and my family, are incredibly disappointed with the quality and durability of the Tiktik handheld gaming device that I bought from John Lewis only three months ago (on 20th August). My son asked me for a gaming device for his birthday: I chose Tiktik as I had been reassured that your brand was innovative, had good accessibility, and was made with high quality materials – all of which amounted to being a good investment. Unfortunately, I have not had a positive experience with my new product; its model number is listed above to confirm our model.

My son has been using his Tiktik daily since we bought it in August. Within two weeks, he noticed that the screen would pixelate for a couple of seconds mid-gaming. In the following month, the screen started to go blank for up to five seconds, before switching itself back on again. We called the helpline listed in the user manual and the advisor, who was called Phoebe McIvon, told us to restore the device to its factory settings, which would apparently solve the problem. I followed her advice – this did not work for long unfortunately. Within a week, the same problem returned. Seeking advice from the store I bought it from, I was advised to turn the device off and back on again three times to reset the programme – again this did not work. On phoning the store to speak to their manager, I was advised to contact the Tiktik customer service line again.

I telephoned the helpline, but was extremely frustrated at the length of time it took to answer my call. I was kept waiting for 40 minutes on a call that I was paying for by the minute – how is the helpline that busy? This leads me to question and wonder if lots of customers have similar issues to what we have been experiencing. When I eventually got through to a call handler (Eric Smith), he nonchalantly told me that this is a unique issue on our device that has been caused through misuse by my son! Misuse? He has barely had time to use it! To say I am offended and upset would be an understatement.

I am no longer confident in either the Tiktik brand or its customer service. I cannot believe that it is company policy to offend customers and suggest it is their fault that there are fundamental flaws in the design of your gaming devices. I have invested a considerable amount of money on a handheld gaming device my son can no longer use and I have wasted my time trying to find a resolution.

I demand that this issue is investigated and resolved as a matter of urgency. I have spent over £400 on this device. I need a new device for my child, or a full refund. Also, I feel an apology and explanation to the attitude of your customer service team would be helpful. Compensation for the time I have spent speaking to several different customer service representatives would be most welcome.

I look forward to hearing a prompt reply as I'm sure, like me, you do not want your Tiktik brand to be affected by this whole experience suffered by my family.

Yours faithfully,

Delilah Moss

Task: Features of formal letter

Please read the three model formal letters and fill in the table with examples of their formal letter writing features.

	Rigorous Movers' letter	Headmaster's letter	Customer's letter of complaint
Addressed to Dear Sir/Madam or Dear Mr/Miss/Mrs (name)			
Name and role of sender (if working in business)			
Opening - explain reason for writing			
A call to action for the recipient			
Formal, business-like, impersonal language			
Sophisticated punctuation choices, such as : : " "			

Task: Features of formal letter

ANSWERS

Please read the three model formal letters and fill in the table with examples of their formal letter writing features.

	Rigorous Movers' letter	Headmaster's letter	Customer's letter of complaint
Addressed to Dear Sir/Madam or Dear Mr/Miss/Mrs (name)	Dear Mrs Dubois,	Dear parents and carers,	Dear Sir/Madam,
Name and role of sender (if working in business)	Yosin Marr Debt Management Adviser	Mrs Godwin Head teacher	Delilah Moss
Opening - explain reason for writing	It has come to our attention that your repayments to our company, Rigorous Movers, have stopped.	It is regret that I have to write to you today to inform you of some sad news from our school community.	I am writing to you as I, and my family, are incredibly disappointed with the quality and durability of the Tiktik handheld gaming device
A call to action for the recipient	You have fourteen days from receipt of this letter to pay this month's outstanding balance.	We implore you to speak with your child/children this evening and explain the severity of the situation. If you gain any information through your discussions or if you witnessed anything, then please contact me urgently.	I demand that this issue is investigated and resolved as a matter of urgency. I need a new device for my child, or a full refund.
Formal, business-like, impersonal language	enquire, resolve, outstanding balance, received prior, non-payment	fallen short, upholding, utmost urgency, condone, consequences, vigilance, rightful consequences	Reassured, amounted, investment, advisor, seeking advice, investigated, resolved, brand, compensation
Sophisticated punctuation choices, such as : ; - " "	It will accrue an additional fine of £49.99; please refer to your contract's terms and conditions for further information on this matter.	On Monday afternoon, we believe a group of children have re-entered the school after the home time bell rang: they had decided it to be wise to release our school rabbits out of their secured cages.	I followed her advice - this did not work for long unfortunately.

Features of formal letter writing

Layout features:

- ✓ Address of sender in the top right of page
- ✓ Address of recipient in top left of page underneath sender address
- ✓ Date letter was written
- ✓ Addressed to Dear Sir/Madam or Dear Mr/Miss/Mrs (name)
- ✓ Name of recipient
- ✓ Name and role of sender (if working in business)

Composition features:

- ✓ Opening – explain reason for writing
- ✓ Deliver full explanation/enquiry
- ✓ Body of text structured into paragraphs
- ✓ Formal tone
- ✓ A call to action for the recipient
- ✓ Signing off –
 - If addressed to Sir/Madam > Yours faithfully*
 - If addressed to specific named person > Yours sincerely*

Language features:

- ✓ Formal, business-like, impersonal language
- ✓ Standard English
- ✓ Technical vocabulary if necessary

Grammar and punctuation:

- ✓ Complex sentences using conjunctions
- ✓ Sophisticated punctuation choices, such as : ; – „



Wednesday 10th June 2020

LO: To plan.

- Purpose – Introduce yourself, express feelings about transition.
- Audience – Secondary school
- Text – Formal letter

Task

- You are going to write a formal letter to your secondary school.
- What important things do you think you will need to tell your new school about?

Look at the model I have written.

- Make notes of any vocabulary or openers which you can use in your own formal letter.

Dear (name of head teacher) Introduction Who you are Why you are writing to them	
Things you enjoy about school What characteristics of learning do you have?	
Things you struggle with at school	
Questions or concerns	
Closing statement	

Which Year 5/6 spellings would suit this task?

accommodate	category	determined	forty	marvellous	programme	soldier
accompany	cemetery	develop	frequently	mischievous	pronunciation	stomach
according	committee	dictionary	government	muscle	queue	sufficient
achieve	communicate	disastrous	guarantee	necessary	recognise	suggest
aggressive	community	embarrass	harass	neighbour	recommend	symbol
amateur	competition	environment	hindrance	nuisance	relevant	system
ancient	conscience	equipment	identity	occupy	restaurant	temperature
apparent	conscious	equipped	immediate	occur	rhyme	thorough
appreciate	controversy	especially	immediately	opportunity	rhythm	twelfth
attached	convenience	exaggerate	individual	parliament	sacrifice	variety
available	correspond	excellent	interfere	persuade	secretary	vegetable
average	criticise	existence	interrupt	physical	shoulder	vehicle
awkward	curiosity	explanation	language	prejudice	signature	yacht
bargain	definite	familiar	leisure	privilege	sincere	
bruise	desperate	foreign	lightning	profession	sincerely	

Which Year 5/6 spellings would suit this task?

I have highlighted words which would suit this text type but you can use any. Try to include at least 5.

accommodate	category	determined	forty	marvellous	programme	soldier
accompany	cemetery	develop	frequently	mischievous	pronunciation	stomach
according	committee	dictionary	government	muscle	queue	sufficient
achieve	communicate	disastrous	guarantee	necessary	recognise	suggest
aggressive	community	embarrass	harass	neighbour	recommend	symbol
amateur	competition	environment	hindrance	nuisance	relevant	system
ancient	conscience	equipment	identity	occupy	restaurant	temperature
apparent	conscious	equipped	immediate	occur	rhyme	thorough
appreciate	controversy	especially	immediately	opportunity	rhythm	twelfth
attached	convenience	exaggerate	individual	parliament	sacrifice	variety
available	correspond	excellent	interfere	persuade	secretary	vegetable
average	criticise	existence	interrupt	physical	shoulder	vehicle
awkward	curiosity	explanation	language	prejudice	signature	yacht
bargain	definite	familiar	leisure	privilege	sincere	
bruise	desperate	foreign	lightning	profession	sincerely	

Thursday 11th June 2020

LO: To write a formal letter.

Grammar Starter

What is parenthesis?

Parenthesis is the extra information we use in a sentence to make our writing clear.

We mark parenthesis with commas, brackets or dashes.

In Year 6 , you are expected to use parenthesis and mark it using , - or ().

Identify the parenthesis in these sentences:

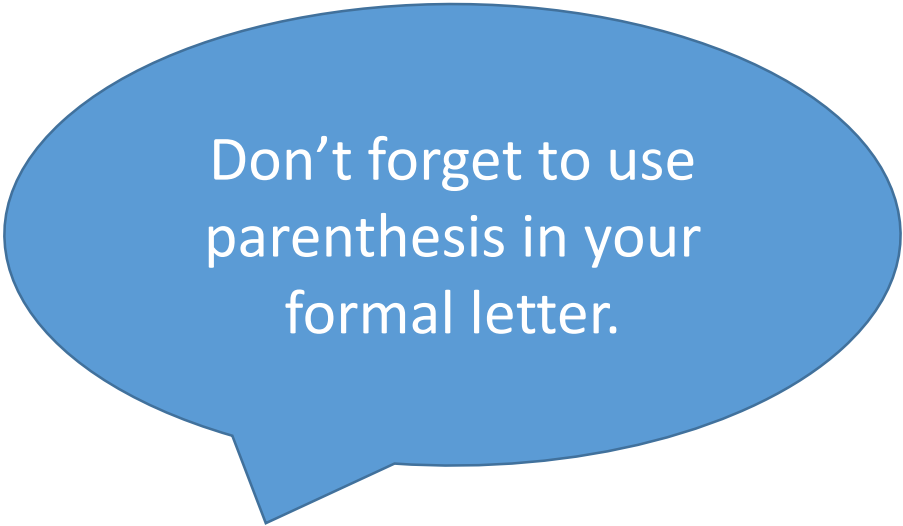
- The loaf of bread which she bought last week was mouldy.
- Peter my dad took me to the park.
- The beach which was very crowded was hotter than ever.
- In July when we were off for the summer holidays, I went to Blackpool with my auntie her name is Jenny.

Identify the parenthesis in these sentences:

- The loaf of bread which she bought last week was mouldy.
- The loaf of bread, which she bought last week, was mouldy.
- Peter my dad took me to the park.
- Peter (my dad) took me to the park.
- The beach which was very crowded was hotter than ever.
- The beach, which was very crowded, was hotter than ever.
- In July (when we were off for the summer holidays), I went to Blackpool with my auntie (her name is Jenny).
- In July (when we were off for the summer holidays), I went to Blackpool with my auntie (her name is Jenny).

What parenthesis could you add to these sentences?

- The music gave me a headache.
- The boy could play the piano.
- My mum was born in Wales.



Don't forget to use parenthesis in your formal letter.

Using the model and your plan, write your letter to your new head teacher.

Formal Letter Checklist

Personal Pronouns

I, we, my, me

Correct Tense

Events that have already happened written in the **past** tense.

Feelings in the **present** tense

Hopes for what is to come in the **future** tense.

Describes Feelings

Using adjectives, metaphors and similes to describe feelings

Coordinating conjunctions

FANBOYS

Subordinating Conjunctions

because, since, whilst

Variety of punctuation

. , ? ! “ ” ; : () -

Modal Verbs

should, would, could, must, will, ought

Relative Clauses

English, which is my favourite subject,...

The determination, which I demonstrate during the lockdown, is one of my best attributes.

Formal Language – Tier Two vocabulary

anticipate, education, establish, curriculum,

Year 6 Spellings

achieve, determined, necessary, sincerely, opportunity, privilege, guarantee, desperate

Friday 12th June 2020

LO: To edit and improve.

LO: To edit and improve.

- Purpose – Introduce yourself, express feelings about transition.
- Audience – Secondary school
- Text – Formal letter

Reread your writing or ask someone to read it.

- Does it make sense?

Which Year 5/6 spellings would suit this task?

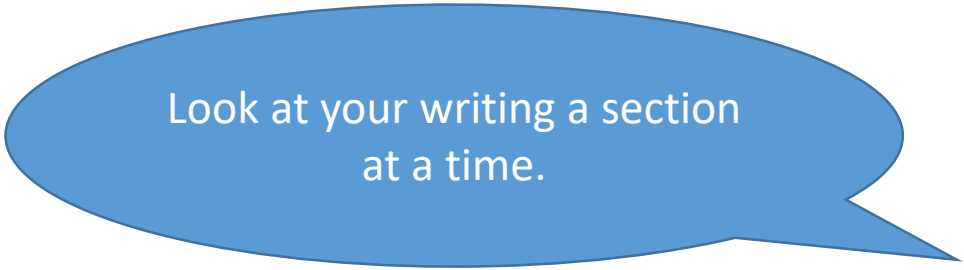
I have highlighted words which would suit this text type but you can use any. Try to include at least 5.

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accompany	cemetery	develop	frequently	mischievous	pronunciation	stomach
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average	criticise	existence	interrupt	physical	shoulder	vehicle
awkward	curiosity	explanation	language	prejudice	signature	yacht
bargain	definite	familiar	leisure	privilege	sincere	
bruise	desperate	foreign	lightning	profession	sincerely	

Have you used capital letters correctly?

- Ensure proper nouns are capitalised.
- These are some words which you may have needed to capitalise.
 - Teacher's name you are writing to
 - Your name
 - Your school
 - Address

I feel my concluding statement is a bit too informal.



Look at your writing a section
at a time.

Edited version

When I think about beginning my high school education, I am so excited about the opportunities that are ahead of me. I hope you are able to reply to my letter and I look forward to meeting you in September.

Original

I am really looking forward to beginning my high school education at Preston Manor and look forward to hearing from you soon.

Task

- Using a green pen, edit your writing and rewrite your poem.