

# Writing Feedback

## DAY 6 | HOLIDAY WRITING HOMEWORK

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### Section 1:

#### #1: Opening of formal email Strengths:

- You've established a clear purpose and sense of urgency right from the beginning.
- Your figurative language ("heaven for school children" and "dark monster") creates vivid imagery.

Weakness: Inconsistent tone → Your opening shifts too abruptly from formal to highly dramatic language. The metaphor of the playground as a "dark monster" feels out of place in a formal letter to a council member. Phrases like "scary nightmare" and "dark monster, lurking in the shadows" undermine the professional tone needed for this audience.

*Dear Councillor Williams, I am writing to express urgent concern regarding the deteriorating condition of Kensington Public School's playground, which has transformed from a safe haven for our students into a hazardous environment requiring immediate attention.*

#### #2: Statistical evidence in formal email Strengths:

- You've included specific percentages to support your argument.
- The reference to a specific rule book adds credibility to your case.

Weakness: Underdeveloped evidence → The statistics presented lack context and verification details. The reference to "Children's World Play Rule Book, page 325" seems fabricated and the quoted text contains threatening language inappropriate for a formal request. Phrases like "If not, the owners of the park must be sued" and "the council will to be blamed for" create an accusatory tone that could alienate your audience.

*Our recent school survey reveals that 62% of students report safety incidents on the playground, with equipment failures being the primary concern. These conditions violate multiple safety standards outlined in established playground safety guidelines, which mandate regular inspection and maintenance of children's recreational facilities.*

#### #3: Opening of informal email

Strengths:

- You've clearly established the purpose of your email.
- You've made a connection between the sponsor's mission and your request.

Weakness: Awkward phrasing → The opening contains several awkwardly constructed sentences that diminish your persuasive impact. The question "Your company, Around the World is about helping kids and remote places around the world, right?" sounds uncertain and unprofessional. The structure "both, enhance your reputation and help" includes unnecessary punctuation that interrupts the flow.

***Dear Mr. Garcia, I'm reaching out because your company's mission to support children worldwide aligns perfectly with our current need. By sponsoring Kensington Public School's playground renovation, you'll not only help our local students but also enhance Around the World's reputation for meaningful community engagement.***

■ Your emails show creativity and passion for the playground renovation project. However, they would benefit from more consistent tone and audience awareness throughout. The formal email needs a more professional approach without losing the emotional appeal of the children's safety concerns. Be careful with making unverified claims or threats, as these could undermine your credibility with the council member. In your informal email, maintain a friendly yet professional tone and focus more on the mutual benefits of the partnership rather than just listing them. Also, both emails need better sensory descriptions - while you've included some visual elements, you could engage more senses by describing the sounds of children playing, the feel of new equipment, or even the smell of fresh paint and new materials. Additionally, your emails would be stronger with more specific details about what the renovation would include and how the funds would be used. Finally, ensure your emails maintain proper structure throughout with clear introductions, detailed bodies, and strong conclusions that reinforce your call to action.

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**Overall Score: 43/50**

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## Section 2:

- To: ~~alya.williamskensingtoncouncil@gmail.com~~  
[alya.williams@kensingtoncouncil.gov.uk] From: amelie.fung@gmail.com  
Subject: Urgent: Playground ~~students~~ [Student] safety at risk

Dear ~~Councilor~~ [Councillor] Williams,

I am writing this email to you as a concerned member of the Kensington Student Council. Our school playground, once a ~~heaven~~ [haven] for school children, ~~now a~~ [is now a] scary nightmare. ~~Our once joyful playground now a~~ [Our once joyful playground is now like a] dark monster, lurking in the shadows waiting for the right time to trap any student. This matter needs your immediate attention. #1 Swings are slowly deteriorating, monkey bars are going to eventually fall, and slides are gradually breaking.

This impact on us students~~,~~ is harsh and rigid. Only 3 months ago, Year 5 student, Alice Davies dislocated her ankle after falling off a creaky seesaw, needing to stay in the hospital for 2 weeks. This accident is not a mere mishap, but a severe emotional scar for all of us.

From a recent school survey, 62% say that they have had exposure to either an unlucky fall, being trapped in equipment or supervision deficiencies, ~~37% having~~ [with 37%] experienced those events several times. #2 This means that our playground needs a checkup and renovation. This particular concern has gone against the Children's World Play Rule Book, page 325. It states that 'No playing field built for children at a breaking point must be renovated as soon as possible. If not, the owners of the park must be sued.' If this is true, the council ~~will to~~ [will have to] be blamed for, so you need to refurbish our beloved playground.

We politely ask for a site inspection, where we can all play in peace. The Student Council has prepared a document of all safety violations attached to this email.

Thank you for your attention to this crucial matter.

Sincerely,

Amelie Fung Student representative Kensington Public School\*\*

\*To: ~~ben.garciaaroundtheworld@gmail.com~~ [ben.garcia@aroundtheworld.org] From: amelie.fung@gmail.com

Subject: Sponsor Request: Help Kensington Public School

Dear Mr. Garcia

#3 I am writing to you to request a ~~sponsor~~ [sponsorship]. Your company, Around the World ~~is about~~ [focuses on] helping kids and remote places around the world, right? If you support us, by donating money to renovate our school playground, it will ~~both~~, [both] enhance your reputation and help Kensington Public School. Just imagine it, ~~what was~~ [what] once was a creaky, dusty park, ~~now standing~~ [stands] a vibrant playground, colourful slides and children smiling from ear to ear.

On Tuesday, I witnessed a miserable scene. 10-year-old Alexis Liu, hugging his knee for dear life. He had scraped his knee, ~~by~~ [on] a protruding metal chain, having its half cut off. His tears only fell on friends trying to get a ~~teachers~~ [teacher's] help. This is just one of the several accidents that have happened this week.

If you sponsor our school your company will: • Help more than a hundred families • Be able to rename the park • Create a positive reputation for your business • Craft a lasting legacy, for generations to come

Since recognition laws must be applied, you must pay \$10 000 for the project. Naming rights, promotional events, permanent signage, and copyright must be compensated.

Just imagine the lit-up faces of hundreds of families after hearing the news of a new playground, from an indifferent expression to a smile that could light up the city.

Thank you for your time and attention.

Kind Regards, Amelie Fung Student Representative Kensington Public School

P.S ~~Here~~ [Here] is an attachment of the legal documents and contracts for the project:  
[https://docs.google.com/document/schoolplaygroundproject.com.au\\*\\*](https://docs.google.com/document/schoolplaygroundproject.com.au**)