Formal Letter

Subject: Urgent safety concerns school renovation request

Dear Principal Jack

I am writing to you to discuss the rising matter of the filthy conditions on the playground and to address the several safety hazards that our school poses to innocent students.

Our once beloved swing set now has rusted to the point that any movement made will risk it falling and create a screech that is audible to the entire suburb. Our slides now have loose screws all around just waiting to fall when someone dares to ride it. The cement is uneven leading to young children to fall and cry for help which is useless because of how far the playground is from any supervisor.

My request is the playground should be repaired so we can prevent any further injuries, and new safe ones added for those that cannot be fixed. This would help in creating a safe and fun experience for our students.

Studies show that schools with better facilities have 74% happier students than those who do not have equipment. I want nothing but the best for our school and by building equipment we can be a step closer to perfection.

I understand that we do not have unlimited money, but we can try. We have loving government officials who would love to support us and we could plan fundraising activities to help us out.

Thank you for giving me this chance to express our concerns.

Yours sincerely,

Ayush

Student Council Representative

Schofields Primary School

Informal Letter

Hi everyone!

Have you seen how bad our playground is? It was so cool but now it’s uncool and we must do something about it.

As of writing this its old and dangerous. Timmy almost fractured all his bones yesterday from falling of the slide. He has to sit in a wheel chair now till he heals. There are more sharp pieces of metal then there are chairs in the school. We should not let this happen anymore.

I have devised a plan to prove to Mr Jackson that we need to take care of our playground. We all have to work together make this happen. We must all take photos of all the metal and dangerous objects lying around and share them with him.

Can you imagine having a good playground? If we do this correctly then we can have a good playground.

Join us in room 7 and register with us if you’re interested. You will be informed in 2 weeks on the school sentral app with details.

TYSM for listening

From Ayush,

Your friendly council member.