

Writing Feedback

DAY 6 | 21st of April | HOLIDAY WRITING HOMEWORK

Section 1:

#1: Opening of formal email Strengths: Your formal salutation establishes an appropriate tone. You clearly state your purpose in the opening paragraph. Weakness: Lack of specificity → The opening lacks compelling details about the playground's current state that would create urgency for action. You mention "wear and tear" but don't provide vivid examples that would help the council member visualise the need for renovation. Exemplar: *Dear Councillor Smith, I hope this email finds you well. I am writing regarding our once-vibrant Oakwood Playground, which has sadly become a shadow of its former self with splintered climbing frames, rusted swing chains, and cracked safety surfaces that pose genuine hazards to our community's children.*

#2: Middle section of formal email Strengths: You make a good connection between playground quality and child development. The reference to studies adds credibility to your argument. Weakness: Generic argumentation → While you mention benefits of playgrounds, you don't personalise this to your specific community's needs or demonstrate how your particular playground renovation would address unique local challenges. Exemplar: *Our neighbourhood has over 300 families with young children, many of whom have nowhere else to play safely within walking distance. Renovating this playground with inclusive equipment would particularly benefit the fifteen children with mobility challenges at Oakwood Primary, who currently watch from the sidelines rather than joining their friends in play.*

#3: Informal email tone and approach Strengths: Your friendly tone suits an informal request. You effectively use second-person perspective to engage the reader. Weakness: Incomplete audience adaptation → The informal email lacks specific details about how sponsorship would benefit the business owner. It also fails to include the requested figurative language and sensory descriptions. Exemplar: *Imagine your company logo displayed prominently on our new playground equipment, like a beacon drawing hundreds of local families to the space where they'll associate your business with joyful memories. Parents will notice your contribution every time they hear their children's laughter ringing through the air or see them racing across the soft, springy surfaces that replaced the hard, cracked concrete.*

Your emails demonstrate a solid understanding of different writing styles needed for formal versus informal communication. However, both emails would benefit significantly from more vivid sensory details that bring the playground's current condition and potential transformation to life. The formal email needs stronger emotional appeals and specific statistics about safety concerns or community impact. The informal email requires clearer benefits for the business sponsor and more engaging figurative language.

Additionally, your emails lack the specific elements requested in the prompt. Neither email fully incorporates the required two examples of figurative language, emotionally evocative language, or vivid physical descriptions engaging three senses. These elements would make your persuasive writing more powerful and align with the assignment requirements.

■ To strengthen both emails, focus on including specific sensory details about the playground's current state (what does it look like, sound like, feel like now?) and contrast this with vibrant descriptions of what it could become. Add metaphors or similes to help readers visualise the transformation. For the formal email, include specific safety concerns and community demographics to build a stronger case. For the informal email, clearly outline the business benefits of sponsorship, perhaps mentioning visibility, community goodwill, and potential customer engagement.

Overall Score: 37/50

Section 2:

Proposal for Playground Renovation to Enhance Community Well-being

Dear ~~local council member~~ [Councillor],

I hope this email finds you well. I am reaching out to propose much-needed renovations for our local playground, which has long been a beloved space for children and families. Unfortunately, wear and tear over the years has left the equipment outdated and unsafe, limiting the joy and benefits it once provided.

#1 A modern, well-maintained playground fosters not only physical activity but also social interaction and creativity in children. By upgrading the space with new play

structures, safer surfaces, and inclusive designs, we can create a welcoming environment for all young residents. Studies have shown that engaging play areas contribute to children's cognitive and emotional development, reinforcing the importance of this initiative.

#2 I would greatly appreciate your support in securing funding or approval for this project. The community stands ready to collaborate in any way necessary to make this vision a reality. Please let me know how we can proceed to bring this positive change to our neighbourhood.

Thank you for your time and consideration.

Sincerely,

~~let's make the Playground Awesome Again!~~

[Your Name]

Informal Email

Hey ~~chris-hemsworth~~ [Chris Hemsworth],

I hope you're doing well! I wanted to talk to you about something important—our local playground. It's been a favourite spot for kids and families for years, but lately, it's been looking a little worse for wear. Broken equipment, faded colours, and a lack of safe play surfaces are making it less fun (and more risky!) for everyone.

#3 Imagine what it could be with a few upgrades—a vibrant, safe, and exciting space where kids can run, climb, and explore without worry. New swings, a soft landing area, and maybe even some shaded benches for parents—sounds amazing, right? I know a lot of families would love to see this happen, and we'd be happy to help in any way we can.

Is there anything we can do to make this happen? Let me know what you think!

Thanks so much,

[Your Name]