

Section 1:

#1 (Formal email, paragraph 2): Strengths:

- Effective use of emotive language ("vibrant and thriving" contrasted with "hazardous, uncomfortable")
- Good specific examples of playground issues that create urgency

Weakness: Inconsistent sentence structure → Your second sentence combines multiple issues without clear organisation, making it difficult for the reader to process each important concern separately. The sentence "The swing sets have frayed and tattered ropes, while the slides have sharp, metal edges" could be strengthened by explaining the consequences of these dangers more explicitly.

The swing sets with their frayed, tattered ropes pose a significant falling hazard, while students risk serious cuts from the slides' sharp, protruding metal edges—both requiring immediate attention for student safety.

#2 (Formal email, paragraph 3): Strengths:

- Good attempt to categorize concerns systematically
- Includes a relevant example of an actual incident

Weakness: Format inconsistency → Your bullet points use inconsistent punctuation and formatting, making the otherwise strong points appear unpolished. The sentence "If a parent saw the dilapidated conditions of the playground equipment, they would be concerned for their child's safety and would that our school is a dangerous one" contains grammatical errors and missing words.

Parents visiting our school would be horrified by the dilapidated equipment, immediately questioning our commitment to safety and potentially damaging our reputation as the welcoming, compassionate community we truly are.

#3 (Informal email, paragraph 2): Strengths:

- Excellent use of nostalgic imagery that connects with peers
- Good contrast between past and present playground conditions

Weakness: Overuse of exclamation marks → Your enthusiasm comes across as forced with too many exclamation marks in succession. The parenthetical note "(He's safe by the way!)" disrupts the serious tone you were building regarding safety concerns.

Remember when we were little and the playground was our favourite place? The slide gleamed in the sunshine and everyone queued for the swings. Now it's just a sad, empty space because it's actually dangerous—like when Jamie from Year 5 fell when his swing rope snapped mid-air last week (thankfully he wasn't seriously hurt).

■ Your emails show good understanding of the different tones required for formal versus informal writing. The formal email establishes a serious and professional tone when addressing the principal, while your informal email effectively uses a conversational approach with your peers. Both emails would benefit from more structured paragraphs with clearer transitions between ideas. Also, you could strengthen your persuasiveness by providing more specific data points about the playground issues and by more explicitly connecting these problems to educational outcomes. Try expanding your descriptive language beyond visual elements to include sounds, feelings, and atmosphere of both the current playground and your vision for the renovated space. Additionally, your call to action in both emails could be more specific about exactly what you want the recipients to do. Consider adding a timeline for expected responses or actions to create more urgency.

Overall Score: 44/50

Section 2:

formal email Subject: Urgent Help Needed: Playground Renovation Request

Dear Ms. James,

I hope this email finds you well. I am writing to express my deep concerns regarding the current state of the school playground, which has unfortunately fallen into disrepair.

#1 What used to be a once vibrant and thriving playground is now a hazardous, uncomfortable space that no longer serves its purpose as a safe and enjoyable area for students. The swing sets have frayed and tattered ropes, while the slides have sharp, metal edges. Just yesterday, I saw a year 3 student trip on the large hole in the asphalt.

#2 The deteriorating conditions of our playground ~~presents~~ [present] three concerns: – The safety of students: Just last week, a student in Year 5 had to go to sick-bay after falling off the swings while swinging through the air due to one of the ropes snapping. – Our school's reputation: If a parent saw the dilapidated conditions of the playground equipment, they would be concerned for their child's safety and would ~~that~~ [worry that] our school is a dangerous one. When, in reality, we are a welcoming and compassionate school. – The impact on ~~student's~~ [students'] education: Break times are a chance for students to let out all the energy from their bodies before class ~~but~~ [but,] if the playground is too dangerous for them to play, the only time for them to let out their energy is during class times.

I propose that we invest in comprehensive renovations as soon as possible, and hold campaigns to fundraise money. While I know that budget constraints will slow down this process, our P&C and SRC are already coming up with more fundraising initiatives for this renovation to take place.

Thank you for taking the time out of your day to read this email. Hopefully we will be able to see our playground return to its vibrant and safe origins. I would greatly appreciate the chance to talk about this further when you find the time.

Yours sincerely, Hillary Year 6 SRC Representative

informal email

Subject: HELP NEEDED IMMEDIATELY – Renovating Our Playground

Hey everyone!

As you may know, our playground is in desperate need of help. This is why I think it would be great if we could convince Ms. James to renovate it!

#3 Remember in Kindergarten when the playground was brand new? The clean, metal slide that glistened brightly in the sun? The swing sets that were all the rage? Well now,

the once bustling playground is ~~now~~ a dilapidated wasteland, with barely anyone even using it. The slide has rust all over it and it's so worn! And the swings? I literally saw someone in Year 5 go flying mid-air because ~~the~~ one of the ropes snapped and the swing broke! (He's safe by the way!)

Surely you would like our playground to return to its original state, right? How else will we get to ~~expienece~~ [experience] the action-packed break times once again? Here's how you can help: – ideas for what you would like in our brand new playground – help to organise some more fundraisers – stories about accidents you've seen Together we can convince Ms. James to renovate our playground. Hopefully our dreams will come true and we can look forward to playing on a playground that's fun and full of life once again!

If you can help, stay back for a few minutes after the next SRC meeting on Wednesday. I'll be looking forward to seeing you there!

Thanks a lot, Hillary