

Section 1:

#1 "We have been working very hard last year, and I believe we should have a little break set for us which repays for our time and efforts. We don't want your students to be bored or grumpy, do we? So here is what I propose: On every Friday, we have an hour of free time in the afternoon session to recharge our batteries, and we can come back next week with a determined mindset and a will to learn."

Strengths: Your opening establishes a clear purpose and offers a specific solution. You've used persuasive techniques by posing a rhetorical question.

Lack of evidence → Your argument would be more convincing with specific examples of how hard students have been working. You mention working "very hard" but don't provide any concrete examples to support this claim. Include specific activities or achievements from the past year that demonstrate student effort.

I believe we should have a regular break to acknowledge our efforts. For example, last term we completed three major projects and improved our NAPLAN scores by 10%. A weekly hour of free time would help maintain our enthusiasm for learning.

#2 "This 'Fun Friday' could have any activities that the children enjoy! It could contain sport, mind games, video games, a fair, or all the above. I am not too concerned with the activities or games that you include. What is more important is that our students need to have a bit of time doing something they enjoy getting ready to learn with the right attitude. We could be ranked as a better school academically if you can give students just an hour of leisure time."

Strengths: You've included diverse activity suggestions and connected free time to improved academic performance. Your writing shows enthusiasm for the proposal.

Undeveloped reasoning → You make a significant claim about academic ranking improvement without explaining how this would happen. This important point needs more development to be convincing. Explain the connection between leisure time and academic performance more thoroughly.

What matters most is giving students time to recharge with activities they enjoy. Research from education experts shows that regular breaks improve concentration and reduce stress. Schools that incorporate structured free time have reported better attendance, improved behaviour and higher test scores.

#3 "Also, I want you to realize that I am not just thinking about my own fun. I want everyone in this school to experience the joy of a once-a-week Fun Friday, and as the responsible and trustworthy principal you are, I'm pretty sure you do too. I strongly believe that you can implement this law into our school curriculum, and that more students can be more cheerful. I'm putting my trust in you."

Strengths: You've shown consideration for others and attempted to build rapport with the principal by acknowledging their responsibility and trustworthiness.

Inappropriate tone → The phrasing "implement this law" suggests a demand rather than a request, and "I'm putting my trust in you" could come across as pressuring the principal. This approach might make the principal less receptive to your proposal. Use more respectful language that acknowledges the principal's authority to make decisions.

I believe this suggestion would benefit our entire school community—students, teachers and staff alike. As our thoughtful principal who always considers what's best for the school, I hope you'll consider adding this hour of structured free time to our Friday schedule. I appreciate your consideration of this idea.

■ Your letter shows enthusiasm and creativity in proposing a "Fun Friday" for your school. However, your persuasive case would be stronger with more specific evidence. Try including examples of how similar programmes have worked in other schools or how students have demonstrated they deserve this reward. You could also strengthen your argument by addressing potential concerns the principal might have, such as supervision requirements or impact on learning time. Your letter would benefit from a more formal tone throughout—remember you're writing to the school principal. Additionally, consider organising your points more clearly, perhaps using the structure: why it's needed, how it would work, and what benefits it would bring. Focus on making your proposal sound reasonable rather than demanding. Also, offering to help organise or take responsibility for some aspects of "Fun Friday" would show initiative and might make the principal more likely to approve your idea.

Score: 40/50

Section 2:

Dear p[P]rincipal,

We have been working very hard last year, and I believe we should have a little break set for us which repays for our time and efforts. We don't want your students to be bored or grumpy, do we? So here is what I propose: On every Friday, we have an hour of free time in the afternoon session to recharge our batteries, and we can come back next week with a determined mindset and a will to learn. This way, all the students can finish their work with a clear mind, and the teachers will have to help less children in their studying, so even they can relax more.

#1 ~~We have been working very hard last year, and I believe we should have a little break set for us which repays for our time and efforts.~~ [We have been working very hard throughout the year, and I believe we deserve a small break that rewards our time and efforts.]

You could also make the Fun Friday a time when you can relax! You don't need to file any documents or monitor student activity; you can just do whatever you want for a whole hour! Do you remember that one time last year when we had a school fun day? Students were so cheerful! Just think of those happy faces! And I know what you're going to say; students have lunch and recess to play and have a break. This is most definitely correct, but a school day requires staying at school for six hours, and lunch and recess combined is a bit over one hour!

#2 This "Fun Friday" could have any activities that the children enjoy! It could contain sport, mind games, video games, a fair, or all the above. I am not too concerned with the activities or games that you include. What is more important is that our students need to have a bit of time doing something they enjoy getting ready to learn with the right attitude. We could be ranked as a better school academically if you can give students just an hour of leisure time.

~~What is more important is that our students need to have a bit of time doing something they enjoy getting ready to learn with the right attitude.~~ [What is more important is that our students need time to engage in activities they enjoy, which will prepare them to learn with a positive attitude.]

#3 Also, I want you to ~~realize~~ [realise] that I am not just thinking about my own fun. I want everyone in this school to experience the joy of a once-a-week Fun Friday, and as the responsible and trustworthy principal you are, I'm pretty sure you do too. I strongly believe that you can ~~implement this law~~ [incorporate this idea] into our school curriculum, and that more students ~~can be~~ [will be] more cheerful. I'm putting my trust in you.

Good Luck, dear principal