

# Whole School Writing Task - Christmas Elf

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## **Introduce the event**

Mrs Burge has emailed. There has been an incident somewhere in school. It is our job to investigate what has happened and find out who is responsible.

## **Take the class (or groups) to the scene**

Follow the trail of destruction to the scene. The culprit, who is well hidden, has created havoc and left clues as to who is responsible. Discuss, take photos, make sketches and notes, ask and answer questions. How do we feel about what has happened? How will we sort it out?

Finally, identify and locate the culprit, who is holding a note that tells us he is going to do the same at Swaffham Bulbeck. We need to warn them!

## **Introduce the writing task**

We must warn Mrs Bartley. We need to send her a letter telling her what has happened, how we feel about it and any steps she might need to take to prevent it happening at the other school.

Give the children time to plan and discuss the task. Talk about the vocabulary that might be used and how we might structure a letter (age-appropriate) to Mrs Bartley.

## **Write a letter**

Give a sensible amount of writing time, appropriate for the age of the children (between 20 and 40 minutes) and ask children to write independently. Remind them to refer to the 'Every Time We Write' checklist. Allow proof-reading and editing time at the end.