

# Letter to the Witch



twinkl

# Aim

I can write a formal letter.

# Success Criteria

I can write a formal letter in paragraphs, using typical features of letters.

I can write in first person narrative as a character.

# What Is a Formal Letter?



In the last lesson, you planned a formal letter from Mrs Schnitzel, Hansel and Gretel's wicked stepmother, to Mrs Witch.

What can you remember about the features of a formal letter?



# What Is a Formal Letter?



Can you put the following features in the correct order?

Date

Signature

Introduction  
(who you are and why you are writing)

Conclusion  
(what you hope will happen)

Greeting (Dear...)

Recipient's address

Sender's address

Main paragraph  
(Further detail of the reason you are writing)

Sender's address

Recipient's address

Date

Greeting

Introduction

Main paragraph

Conclusion

Signature

# Check Your Plan

## Have you included these in your plan?



### Hansel and Gretel Formal Letter Writing

Essentials	Vocabulary		Characters	
Dear	arrange	spell		
Mr	discuss	stepchildren	Gretel	Hansel
Mrs	evil	stepmother		
Sir,	gingerbread	sweets		
Madam,	look forward to	tempt		
Yours faithfully,	lure	wicked	Mrs Witch	Mrs Schnitzel
Yours sincerely,	magic	plot		
Sender's address	meeting	scheme		
Recipient's address				
Date				

# Share Your Plan



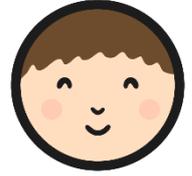
Share your plan of the letter you are going to send to Mrs Witch with the person next to you.

Use the [Formal Letter Word Mat](#) to help you answer the following:



- Is there any other vocabulary they think you could include?
- Do they think you have included all the features of a formal letter?
- Do they have any suggestions to make your letter better?
- Have you remained in the character of Mrs Schnitzel in your letter?

# Write Your Letter



Using the [Formal Letter Writing Activity Sheet](#) you have been given, write your letter to Mrs Witch.

**Remember, you are Hansel and Gretel's stepmother, Mrs Schnitzel.**



# Check Your Letter



Read through your letter and use the **Formal Letter Word Mat** to help you decide if you have included everything you needed to. Is there anything you need to change or can add to within the letter?

Will Mrs Witch know:

- Who you are?
- What you want her to do?
- Who you want her to do it to?
- When you want her to do it?
- Where you want her to do it?
- Why you want her to do it?
- How you want her to do it?



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