

LETTER WRITING

YEAR 2: Writing Worksheets

WHO ARE YOU WRITING TO?

Choose someone you would like to write a letter to.

Tick one or write your own idea:

- ☐ *A friend*
- ☐ *A book character*
- ☐ *A family member*
- ☐ *Your teacher*
- ☐ *A thank-you letter to a place you visited*
- ☐ _____ *(Your own idea!)*



Name: _____

Date: _____

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WHAT WILL YOU SAY?

Let's plan your letter. Answer these questions to get your ideas ready:

👋 Who are you writing to? I am writing to:

😊 Why are you writing to them? (To say thank you, to tell them something, to ask a question?) I want to:

 What will you tell them? (Write 2-3 ideas)

Name:

Date:


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LETTER WRITING TIPS!


Use this helpful format for your letter:

Start with a greeting:

 *Dear [name],*


Write the body (main part):

 *Say why you're writing*

 *Share your thoughts or news*

 *Ask a question (if you want)*

End your letter:

 *From, or Love from,*

 *[Your name]*

Name:

Date:



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Now Write Your Letter!

Use the lines below to write your full letter. Remember to:

- Start with "Dear..."
- Use your best handwriting
- Use capital letters and full stops

Dear _____

Name:

Date:

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Decorate Your Envelope!

Draw and colour a pretend envelope for your letter. Add:



Your name (sender)



A stamp



A pretend address (for fun!)

Name: _____

Date: _____

ANSWERS

Name: _____

Date: _____

Here is a sample Letter Writing from a year 2 student -
Advanced level



A Letter to Grandma

Dear Grandma,

Hello! How are you? I hope you are feeling happy. I miss you very much.

At school, we are learning about animals. My favourite animal is a giraffe because it has a long neck. We also painted pictures today. I made one of the beach. It had a big sun and a rainbow fish!

On the weekend, I played at the park with Mum and Dad. I went on the slide five times. It was fun!

I can't wait to see you soon. I will bring you one of my drawings.

Name: _____

Date: _____