

**Year 5 Task - Cut out each part of this letter and reconstruct it so that the features are arranged correctly.**

Cannock Chase Activity Centre,  
Treehouse Lane,  
Cannock  
WS14 7TF.

Happy Days Primary School,  
Lovely Lane,  
Utopia.  
UT7 8KP

The workshop about the Stone Age in the green yurt was really fantastic, I really liked finding out how they made tools and hunted. Seeing the bone marrow was really weird, it smelt horrid too.

Yours sincerely,

Avril Venture (year 3 pupil)

I especially liked making the fire and toasting marshmallows and cooking bread on it. I will remember us all singing songs and telling stories around the fire forever. It was so exciting to be staying in dormitories with all my school friends, we were all so excited that it took us ages to get too sleep.

I would recommend your centre to anyone who likes having fun and who wants to learn more about the Stone Age. Just how did you manage to pack so much fun into a day and half?

I am writing to say thank you to you and your team for the recent residential experience that I attended with my school. I stayed at the centre from Monday 14th January until Tuesday 15th January; we did so many different activities all of which were so much fun!

Dear Mr Grills,

30<sup>th</sup> April 2018

I would love to visit again one day.

**Year 6 Task - Cut out each part of these two letters and reconstruct them so that the features are arranged correctly.**

Yours sincerely,

Avril Venture (year 3 pupil)

Yours Sincerely,  
Harry Potter.

Happy Days Primary School,  
Lovely Lane,  
Utopia.  
UT7 8KP

I especially liked making the fire and toasting marshmallows and cooking bread on it. I will remember us all singing songs and telling stories around the fire forever. It was so exciting to be staying in dormitories with all my school friends, we were all so excited that it took us ages to get too sleep.

As you can see from my attached CV, I have over 7 years of experience as a student at Hogwarts School. I believe the knowledge of the school and skills in potions and spells I gained during this time makes me the right candidate for the role of head teacher.

30<sup>th</sup> April 2018

Hogwarts School of Witchcraft and Wizardry  
Hogwarts Castle  
Highlands  
Scotland  
IV51 19JA

Dear Mr Grills,

Dear Mr Dumbledore,

I would love to visit again one day.

I wish to apply for the vacancy of Head teacher as Hogwarts School of Witchcraft and Wizardry, currently being advertised in the Diagon Alley Newsletter. Please find enclosed my CV for your consideration.

4 Privet Drive  
Little Whinging  
Surrey  
England  
GU15 5EF

Cannock Chase Activity Centre,  
Treehouse Lane,  
Cannock  
WS14 7TF.

Friday 13<sup>th</sup> March 2022

The workshop about the Stone Age in the green yurt was really fantastic, I really liked finding out how they made tools and hunted. Seeing the bone marrow was really weird, it smelt horrid too.

I am writing to say thank you to you and your team for the recent residential experience that I attended with my school. I stayed at the centre from Monday 14th January until Tuesday 15th January; we did so many different activities all of which were so much fun!

I am confident that I can bring this experience, along with my bravery, enthusiasm and dedication with me to your school and help Hogwarts build upon their reputation as a leading school in Witchcraft and Wizardry. With my expertise, I believe my contribution will have an immediate impact on the school.

I would recommend your centre to anyone who likes having fun and who wants to learn more about the Stone Age. Just how did you manage to pack so much fun into a day and half?

Thank you for your time and consideration. I look forward to meeting with you to discuss my application further.