

## ESOL | Entry 3 Article | Templated/Structured Writing Frame | Volunteer At A Fun Run

Last Saturday you were a volunteer at a Fun Run.

These are the activities that you did at the Fun Run.

9 am	Set up the registration tables
9.30 am	Took the fees and registered the runners
10 am	Joined in the warm up exercises
10.45 am	Had a coffee break
12.30 pm	Helped to give out the medals
1 pm	Helped pick up the rubbish
2 pm	Went home

Write a letter to your friend describing what you did on the day.

- **Plan** your letter.
- **Organise** the contents of the letter in the order they happened.
- **Write three paragraphs** with **at least two sentences** in each one.
- **Use at least two words** that refer to the sequence of the day's events.

**You must plan** your letter

Plan your article here:

Ensure:

- Your plan uses a recognisable format, e.g. spider diagrams, list, flow chart, drafting.
- Your plan uses notes/abbreviations/symbols/key words in the plan to indicate content.
- The content of your plan is relevant to the task.

BEFORE PLANNING, TAKE A LOOK AT THE TEMPLATE



Title

Sub-heading

- Ensure it is relevant to your next paragraph

Paragraph 1

Include

- Set up the registration tables
- Took the fees and registered the runners

Ensure you expand on the points and use sequencing words

Sub-heading

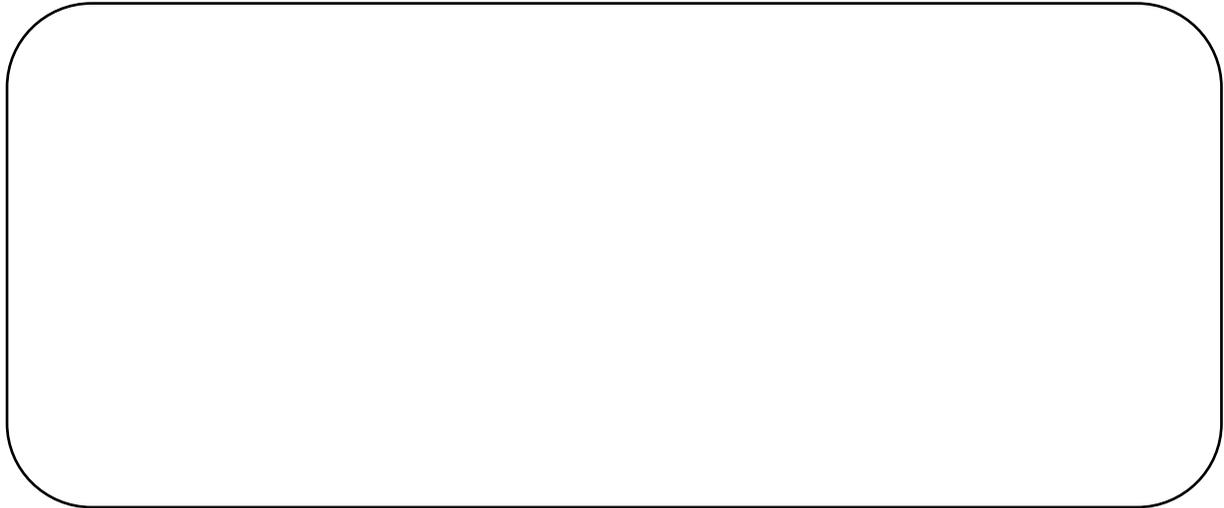
- Ensure it is relevant to your next paragraph

Paragraph 2

Include

- Joined in the warm-up exercises
- Had a coffee break

Ensure you expand on the points and use sequencing words



Sub-heading

- Ensure it is relevant to your next paragraph



Paragraph 3

Include

- Helped give out medals
- Helped pick up rubbish
- Went home

Ensure you expand on the points and use sequencing words

