

**Nadi Sangam School**

**Year 7**

**English**

**Worksheet 3**

**LETTER WRITING**

**Your name is Susan Fong if you are a girl or Viliame Suka if you are a boy. You are a Year 7 student at Damanu Primary School in Vatukoula.**

**Your class is organizing a class excursion to visit the Fiji Museum. As the class Captain you have to write a letter to the Director of the Fiji Museum informing him/her of your visit.**

**In your letter also include:**

- (i) the date and time of the excursion**
  
- (ii) the number of children in the class and**
  
- (iii) any other information they need to know**