

Writing Activity



Teacher's Note

Suggestions for your class

- Choose the level that fits your class (depending on age/ability) and allow differentiation.
Level 1 matches Pre-A1 Starters.
Level 2 matches A1 Movers.
Level 3 matches A2 Flyers.
- Use a template for each level (with blanks), then move to a more open format for the higher level.
- Teach useful vocabulary: greetings, verbs (help, live, like, hope), wish items (toy names, hobbies).
- After writing, have students (age-appropriate ones) read their letters aloud or exchange them with a partner for peer feedback.
- Integrate speaking by asking: “What will you leave for Santa?”, “What question will you ask Santa?”
- Use the letters as a display or wall gallery to give students motivation.

Teacher's Note

Level 1 (for beginners)

1. Goal:

Write a short letter: greeting, one or two simple sentences, closing.

What students “can-do” at this level: They can use very basic phrases, spell simple words, and write short sentences.

2. Letter structure & sample:

- Greeting

Dear Santa,

- Body

My name is ____ (students write their name).

I am ____ years old.

I like ____ (one item: e.g., “I like toys”).

May I have a ____ (one simple wish: e.g., “red car”), please?

- Closing

Thank you.

Love,

_____ (student's name)



TIPS

- Provide a model letter with blanks to fill in.
- Use scaffolded vocabulary: “My name is ...”, “I like ...”, “Please may I have ...”.
- Encourage correct spelling of the key words (toy names, colours).
- Keep the letter very short to avoid overload.

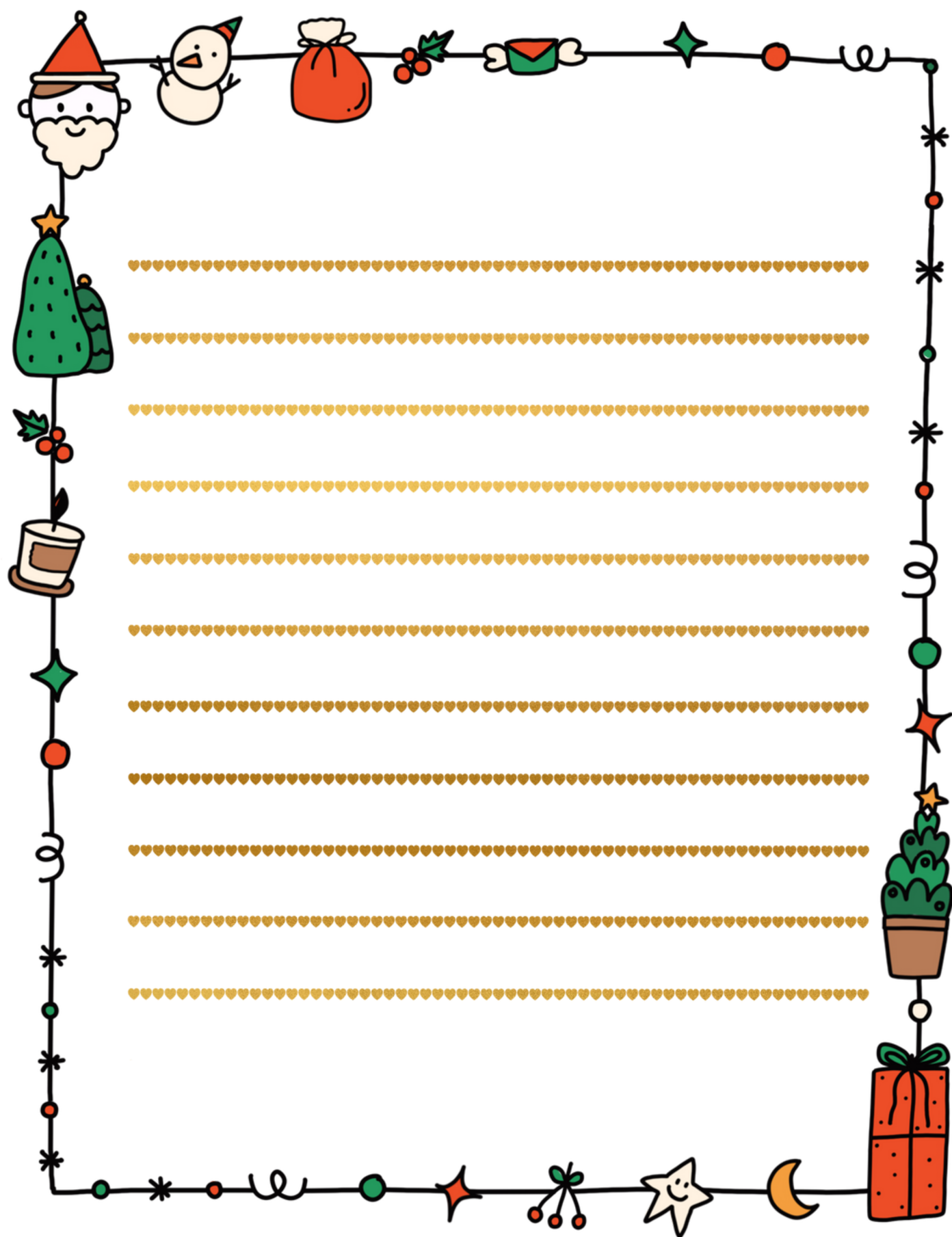
Level 1 (Pre-A1 Starters): My First Letter to Santa

Theme: Santa's Wish List Workshop

Objectives: Write a letter using simple sentences and festive words.



Level 1 (Pre-A1 Starters): My First Letter to Santa
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EXAMPLE



Teacher's Note

Level 2 (elementary)

1. Goal:

Write a short letter including greeting, introduction, two or three sentences about what they have done, their wish, and a closing. What students “can-do” at this level: They can understand simple texts, write short sentences about familiar topics, and use some basic grammar and vocabulary.

2. Letter structure & sample:

- Greeting

Dear Santa Claus,

- Body

Hello! My name is ____ and I am ____ years old.

This year I ____ (one example: “tidying my room”).

I really like ____ (hobby or interest: e.g., “drawing pictures”).

For Christmas, I would like a ____ (wish: e.g., “blue skateboard”).

I promise to be kind to my friends and help my family.

- Closing

Thank you very much.

Best wishes,

_____ (student's name)



- Encourage students to add one extra sentence about something good they have done this year (supports writing skill).
- Introduce simple linking words: “This year...”, “I really like...”, “For Christmas, I would like...”.
- Provide a word bank of possible wishes, hobbies, and good behaviour phrases.
- Remind students to use capitals (Dear, I, Santa, names) and full stops.



Level 2 (A1 Movers): Dear Santa, I've Been Good!

Theme: Elf Goodness Checklist

Objective: Write 5-6 sentences including greetings, actions, and wishes.



Dear Santa Claus,
Hello! My name is _____.

I am _____ years old and I live in

_____.

This year I _____

_____.

I really like _____.

For Christmas, I would like _____

_____.

I will give you _____.

Thank you so much!

Best wishes,



Level 2 (A1 Movers): Dear Santa, I've Been Good!

Theme: Elf Goodness Checklist

Objective: Write 5-6 sentences including greetings, actions, and wishes.

The worksheet is designed for a writing activity. It features a decorative border with various Christmas-themed elements: snow globes, holly leaves, a crescent moon, a star, a mitten, and Christmas trees. The central area is filled with ten horizontal lines for writing, each with a dashed midline. The corners are decorated with snow globes and Christmas trees.

Level 2 (A1 Movers): Dear Santa, I've Been Good!

Theme: Elf Goodness Checklist

Objective: Write 5-6 sentences including greetings, actions, and wishes.

EXAMPLE



Dear Santa Claus,
Hello! My name is Danny.
I am eight years old and I live in Taipei.
This year I cleaned my room at home.
I really like drawing and playing soccer.
For Christmas, I would like a new
soccer ball.
I will give you some chocolate!

Thank you so much!
Best wishes,
Danny



1. Goal:

Write a letter with greeting, introduction, two or more paragraphs (what they did, what they like, their wishes, etc.), ask a question to Santa, closing.

What students “can-do” at this level: They can write short stories, letters or diaries about familiar topics, use a range of vocabulary, and show some control of grammar.

2. Letter structure & sample:

- Greeting

Dear Santa Claus,

- Paragraph 1 – Introduction & what they did

My name is ____ and I am ____ years old. I live in ____ (city/town). This year I have been really busy at school and at home. I helped my younger sibling and I joined the school choir.

- Paragraph 2 – What they like & wish

I love playing football and reading adventure books. For Christmas, I would like a new pair of football boots and a big adventure book about dragons. I hope you don't mind if I get both!

- Paragraph 3 – A question & closing

Could you please bring my little sister a colouring set too?
I will leave you some cookies and milk by the fireplace.
Thank you so much and Merry Christmas!
Yours sincerely,





- Encourage students to include a question for Santa (“Could you please...?”, “Would you bring...?”) which shows higher-level writing skill.
- Provide space for two wishes and one extra sentence about what they like/have done.
- Model how to write a closing: “Yours sincerely,” or “Best wishes,” depending on formality.
- Review more grammar: past tense for what they did (“I helped”, “I joined”), future/conditional for their wish (“I would like”, “Could you please”).
- Include peer-checking: ask the students to check their letters for full stops, capitals, spelling of names and wish-items.



Level 3 (A2 Flyers): A Christmas Letter Adventure!

Theme: Christmas Around the World

Objective: Write 2-3 short paragraphs including past actions, wishes, and a question for Santa.



Dear Santa Claus,

My name is _____.

I am _____ years old and I live in _____.

This year I have been really busy! I _____.

I helped _____ and I joined

_____.

I love _____ and

_____.

For Christmas, I would like _____

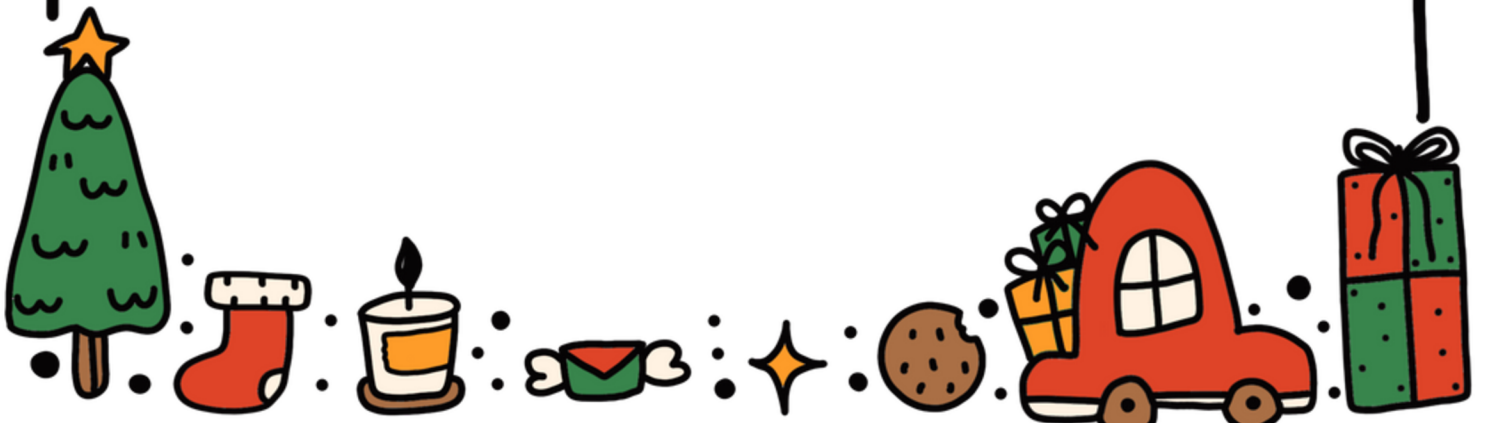
and _____.

Could you please bring _____ for my
friend/sister/brother too?

I will leave _____ for you by the tree.

Thank you and Merry Christmas!

Yours sincerely,



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EXAMPLE

Dear Santa Claus,

My name is Danny. I am ten years old and I live in Taiwan.

This year I have been really busy! I studied hard at school and helped my mom in the kitchen.

I helped my little brother with his homework and I joined the school choir.

I love reading stories and playing piano.

For Christmas, I would like a new storybook and a piano book.

Could you please bring a toy car for my little brother, too?

I will leave cookies and milk for you by the tree.

Thank you and Merry Christmas!

Yours sincerely,

Danny

