

Activity 3: Suggested answer

Subject: *Message from school*

Dear parents and carers,

I need to inform you that a large number of children have been arriving late for lessons, and this is becoming a serious issue.

Please make sure that your children go to bed early tonight, so that they arrive for class on time tomorrow.

Your help with this will be appreciated.

Kind regards,

Mr Smith.

(Teacher, Class 6A)