

Dear Mrs Waterhouse,

I hope this letter finds you well. I am writing to you today to strongly suggest that our wonderful teacher, Mrs Green, takes on the role of head teacher for the day. She is always hardworking. This would be a fantastic opportunity for her to showcase her leadership skills.

Firstly, Mrs Green has always demonstrated outstanding qualities and is an excellent leader. She is respected by students and staff for her hard work and dedication. When she steps into the classroom, which is always extremely organised and tidy, she creates a positive atmosphere where learning flourishes. I am confident that, if given the chance to be head teacher, she will inspire everyone in the school.

Moreover, having Mrs Green as head teacher for the day would bring fresh ideas and her talent for solving problems could encourage us to think critically. Imagine how much our school could achieve if she were in charge, even for just one day! Her creativity could lead to exciting new initiatives that would benefit not only students but also the whole community. My teacher won't let you down.

Finally, Mrs Green, who brings a positive energy to the school, knows how to listen to our needs. She holds regular discussions with us, showing that she values our opinions. This means she would make well-informed decisions. By allowing her this opportunity, we would ensure that our voices are heard. In conclusion, I sincerely urge you to consider letting Mrs Green take on the role of head teacher for the day. Thank you for considering this proposal.

Yours sincerely,
Year 4 Student