

## Writing Frame

### Salutation ①

*Dear Editor, Dear Sir/Madam ...*

### Introduction ②:

*I am writing to you about ..., Are people aware ...,*

### Body of letter/blog post ③:

*Paragraph 1: Which group is at risk in the community? Give relevant data.*

*Paragraph 2: What are the risk factors for this group? Give examples and reasons.*

### Conclusion ④:

*Give your opinion on an appropriate action that should be taken.*

***What people need to know about ...***

Who is at risk?  
Why are they at risk?  
Action to be taken!

#### **Key words to use:**

- Concern
- Issue
- Impact
- Social
- Economic
- Health
- Wellbeing
- Justice
- Community
- Unjust