

Aims

- ❖ to identify features of instructional text including:
 - noting the intended outcome at the beginning
 - listing materials or ingredients
 - clearly set out sequential stages
 - using language of commands e.g. imperative verbs
- ❖ to write clear instructions
- ❖ to improve the cohesion of written instructions and directions through the use of link phrases and organisational devices such as sub-headings and numbering

Resources:

- ❖ Kids' Castle website: <http://www.kidsonthenet.com/castle>. Initially go to Lord Sherwood's rooms, where Lady Sherwood and her steward are introduced. Also visit the Great Hall, where the feast is to take place, and the kitchens where the food will be prepared. There is a web-form for submissions (click on the shield with quill and brush).
- ❖ There is a [downloadable activity sheet](#).

Introduction

This activity enables children to practise writing clear instructions. Ask them to pretend that they are Lady Sherwood, who runs the Castle household. She intends to give a feast in her husband's honour, and needs to write her steward a set of instructions to ensure that the food, the guests and the entertainments are organised properly.

Activities and Points for Discussion

- ❖ Class discussion: Briefly discuss the roles of Lady Sherwood and her steward: she is the mistress who gives the orders and instructions; he is the servant (with further servants under him) who follows the instructions and sees that they are carried out by his staff. Focus on three areas of organising a feast: the food, the entertainment and the guests. Children can use the first page of the activity sheet to make notes. Discuss such things as:
 - the types of food needed; the staff who will obtain, prepare and serve the food (gardeners, butchers, bakers, cooks, pages etc.); setting the table; obtaining, and serving the wine etc.
 - the choice of entertainment: music, juggling etc; organising rehearsals for the players; when during the evening the entertainments will occur; deciding where will the travelling players sleep; arranging for their payment etc.
 - drawing up a guest list; writing and delivering invitations; arranging a seating plan; arranging for their transport, and /or their accommodation in the castle etc.

The children are asked to choose just one of these areas to write about in detail on the activity sheet

- ❖ Discuss:
 - the **purpose** of writing instructions: to ensure that a set of actions is carried out correctly, in order to achieve a specific intended outcome.
 - the importance of clearly set out **sequential stages** (i.e. there's little point in writing a seating plan until you know how many guests are invited)
 - recapping work from Year 3 term 2, mentioning **numbered and bullet points** in lists, **dashes** and **commas** in sentences containing lists, and **diagrams**
 - the **language of commands**, e.g. imperative verbs
- ❖ Do the [downloadable activity sheet](#), with brief reminders of the main points above, for easy reference.

Follow Up

- ❖ Display some of the instructions written by the children on an OHP, or using a digital projector, and make alterations to improve them by:
 - the use of link phrases
 - the use of organisational devices such as sub headings and numbering etc.
- ❖ Submit the finished instructions to Kids' Castle (see above), or make a class book: "Organising a Feast".

Children's writing and scanned pictures can be sent to <http://www.kidsonthenet.com/>