Writing in a Formal Style

DIRECTIONS: Many writing occasions call for a formal style. For this assignment, imagine you are writing a short article for a school newsletter that will be distributed to the parents of everyone in your school. As your subject, describe a rule or procedure that you must follow in your classroom. Establish and maintain a formal writing style as you explain what it is, how it works, and why you think that it is in place. Use the back of this page if you need more space.