

Informal Letter Template: Updating a Friend About School

[Your Address]

[City, State, ZIP Code]

[Date]

Dear [Friend's Name],

Hey! I hope this letter finds you in great spirits. It's been a while since we last caught up, and I wanted to update you on what's been happening at school lately.

School has been pretty exciting these days. Just last week, we had our annual sports day and guess what? Our team won the basketball finals! I still can't believe it. Apart from that, classes are going well. I'm really enjoying my new science teacher—she makes every lesson so much fun. Of course, there's also a ton of homework, but I'm managing somehow.

There's a big art competition coming up next month, and I've decided to participate. I'm a bit nervous but also super excited to try something new. How about you? How's school in your city? I'm curious to hear about your adventures too.

I really miss hanging out with you and can't wait until we meet during the holidays. Let's plan something fun! Until then, take care and write back soon.

Your friend,

[Your Name]