[insert date]

Dear Parents and Carers

**Re: Waste Free Lunch Challenge**

**Paragraph 1: introduction**

At [insert school name] we think rubbish is a problem because

We already

and

Now we want to reduce the waste from our packed lunches.

**Yours sincerely**

**Paragraph 4: conclusion**

We will be doing another audit on [insert date] and hope that we will see

We know that together we can

**Paragraph 2: the Waste Free Lunch Challenge**

We did a packed lunch waste audit and discovered

We have joined Devon’s Waste Free Lunch Challenge and aim to

**Paragraph 3: explaining what you want people to do**

To help us reduce our packed lunch waste and win the competition we are asking parents to

1.

2.

3.