

Write a...

Great Newspaper Report

twinkl

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A newspaper report needs to...

- Be about an interesting event;
- Capture the reader's attention;
- Present factual information;
- Be succinct and to the point;

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The Essentials First

It is important that newspaper reports have the **most important information coming first**. This is called front-loading.

When the reader reads a newspaper report, they should be given the essential information first, so that they can decide if they wish to read more.

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Structure of a newspaper report

- Headline and byline
- Lead
- Body
- Tail

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Headline

For a good headline, you need to:

- Catch the reader's attention so they want to read the rest of the report;
- Sum up the story in a few words;
- Use powerful and interesting language;
- Write in the present tense – even if the report is about an event that has already happened;
- Include alliteration or wit at times.

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Byline

For a good byline, you need:

- The writer's name;
- The writer's speciality (for example, Sports reporter, Food correspondent, Crime editor, Deputy politic editor, Senior fashion reporter);
- A link to the writer's Twitter account (for example, @dgoodman).

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Lead

For a good lead paragraph, you need to:

- Make the paragraph short and snappy so that it briefly explains what has happened;
- Ensure that, even if the reader stopped reading at this point, they would still know roughly what happened;
- Use past tense in most cases;
- Make sure the first paragraph answers as many of these six questions as you can – **Who? What? Where? Why? When? How?**

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Body

For a good body section, you need to:

- Add more information and detail to your lead paragraph;
- Include background information, evidence, facts and quotes from people involved in or connected to the event/story;
- Continue to write in order of importance, putting the most important information in the first few paragraphs of the body section.

Having quotes from witnesses or experts will make your report more credible and interesting.

Be sure to use correct punctuation for quotes!

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Tail

For a good tail section:

- Give the reader the opportunity to gain additional information if they are particularly interested in the topic of the news report;
- Include links to previous news reports or useful websites;
- Include a final quote from a witness or expert that helps to sum up the story or that could hint at what might happen next.

This 'Tail' information can be useful but is not always needed. It tends to be the least important information in the report.

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Example

School Children Raise Funds for Local Charity

Frances Trackall, Education reporter

A small group of Year 5 students from Arkwood Primary School have created a brilliant plan to raise money for a local charity that assists people in the community. Following a visit to the school from a charity representative, the students set out to create a way of raising much needed funds.

The students presented the fundraising idea to school principal Mrs Justine Knight, who saw great potential in the plan to sell produce from the school's vegetable garden to local restaurants and, in turn, raise money for the local charity. She stated that 'the children have displayed a true sense of community in their fundraising plan.' Following a meeting with teachers, it is hoped that the students can begin to implement the four phase plan. 'The school would support students wholly in the fund raising venture,' Mrs Knight added.

The school plans to sell the garden produce to two local restaurants, beginning in early September. For more information on this fundraising plan, visit the Arkwood Primary School website (www.arkwood.sch.com).

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Get It Right!

For a GREAT newspaper report you need to:

- Keep your most important information near the top of the report;
- Keep your sentences short and punchy, so that the report is interesting to your reader;
- Cut out the less important sections from the bottom of the report if it ends up being too long;
- Check your spelling and your facts...and check them again!

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