The process of writing involves thinking, feeling, talking, drafting, reading, revising a piece of writing in order to get its intended meaning clear.

The following sequential steps are involved in the writing process:
• responding to a task or a desire to write
• planning
• draft writing
• reading and revising
• editing and proofreading
• publishing.

To become proficient writers all children:
• should write daily
• learn to write by writing
• learn to write by talking about their writing. They need to be given opportunities to test their theories about the system of writing. Interaction with others will help children make sense of writing and its place in the language.
• need to be aware of adults writing in a variety of contexts for many purposes
• need to participate regularly in modelled writing lessons
• need to be surrounded by a print-rich environment that they helped to create
• need to have their writing efforts valued
• need to have time to refine their writing, through editing and revising, when writing for publication
• need to have time to share their finished writing
• should be encouraged to take responsibility for their writing development
• need to write for purposes which are clear to them; and
• need to write for real audiences.

Ministry of Education (1992, p xvi)