

Jackie is writing a report to his teacher about the funfair arrangement.

Topic: Funfair Arrangement

Chief Student-in-charge: Jackie Au (P.6A)

Date: 15th January, 20XX

Teacher-in-charge: Miss Lam

The funfair was held successfully on 6th January. Twenty-four students from P.6 were divided into four groups of six. Each group was responsible for one booth.

Booth 1

School souvenirs
(SIC: Natalie Law)

Booth 2

Chinese calligraphy
(SIC: Tina Cheung)

Booth 3

Recycling bags designed
by students (SIC: Leo Tam)

Booth 4

Homemade snacks by
parents (SIC: Nick Wu)

The student-in-charge of each booth led a group of students and performed well in the funfair. All of them received positive comments from the visitors. No special matters were reported.

The rest of the students with no role in the booths helped with decoration and guided the guests on that day. In the afternoon, Kay Wong from P.6B felt sick and needed to leave early, which was approved by Miss Smith. In general, the flow was smooth and we received no complaints from the visitors.

Feedback:

Comments from students have been collected. Around 50% of the students gave their feedback on recycling bags' design arrangement. A number of students felt disappointed when they knew that only senior students (P.4 – 6) could take part in the design. Meanwhile, some students thought the prices of the school souvenirs were a bit too high.

Follow-up:

Arrange a meeting with the Principal regarding awards for excellent student helpers.

1. Underline the subject of this report.
2. Circle the abbreviation for 'Student-in-charge'.

Date:

A Choose the best answer by blackening the circle.

1. What might be sold in Natalie's booth?
 A. textbooks for primary students
 B. stationery with school logo
 C. recycling bags with drawing
 D. low-fat strawberry cookies
2. Which of the following about the funfair is **NOT** true?
 A. Nick Wu was the team leader of Booth 4.
 B. Some students helped decorate the school.
 C. Student helpers who did well can get awards.
 D. Some guests complained about the souvenirs' prices.



3. The purpose of the report is _____.
 A. to tell all students how the visitors feel
 B. to list out feedback received from students
 C. to arrange another meeting with teachers
 D. to summarise the arrangement and feedback



The report can be seen in an internal meeting.

B Answer the questions in complete sentences.

4. How many students had duties at Booth 3?



5. Read line 19. Who were most likely to feel disappointed?

C Complete a student's diary with the words from the text. Make sure your answers are grammatically correct.

Sunny

6th Jan, 20XX

There was a funfair at my school today. I bought a red couplet with beautiful

⑥ _____ (n.) on it. How can the students write so well? Later, I bought

a packet of ⑦ _____ (adj.) brownies for snacks. When I become a P.6

student next year, I also want to be a helper! It must be very happy to see the

team hold the event ⑧ _____ (adv.).