## A Letter to the Principal

3<sup>rd</sup> April, 2019 Dear Principal Lo,

Do you want to change the world of the poor? Do you want to save children from getting injured? The children in Pakistan are poor and starving, we need your agreement to do some charity work in our school so that they can have a better life. I hope you will agree on our plan and let us go ahead.

In Pakistan, there was an enormous flood recently that affected all the people there. Houses were washed away by the flood. People were forced to leave their homes. The schools were damaged hardly or used as temporary shelters, so children could not go to school for a long time. They were very disappointed. All the people will spend the winter in temporary shelters or out in the open and the clean-up operation will take months. The most horrible thing for the people in Pakistan is, most of them were farmers, the flood washed away the plants and vegetables. They will miss the winter planting season because their land is still under water.

As Henry Ford once said, "Time and money spent in helping men to do more for themselves is far better than mere giving". I think we should do some charity work at school to help save the people in Pakistan. Our plan is to hold a food donation at school. Students can donate dried food, for example, cookies, dried mangoes and even cup noodles. People in Pakistan will at least feel warm that they are not alone to face the difficulties.

To carry forward our plan, Principal Lo, your support is appreciated. Looking forward to hearing from you soon. Thank you very much.

Yours Sincerely, Alfred

## **Self-introduction**

First of all, thank you for giving me this opportunity to introduce myself. My name is Monique. I am currently studying at Bishop Walsh Primary School.

There are four members, including me, in my family. I have a younger brother who is studying at the same school as me. In my free time, I often do different kinds of sports, running, playing badminton and playing basketball to keep myself healthy and strong.

However, doing sports is not only my hobby. I also enjoy writing. I am in the English Enhancement Class in my school. All the students who are good at English will join this team. I am responsible for writing articles in the Bishop Walsh Newsletter. I learn some writing techniques from my teacher and I am able to write something that draw people's attention and arouse their interest in reading the newsletter. My teachers and parents are proud of me.

I have a weakness too. Sometimes when I have a test or exam, I run out of time because I always want to make sure that all the answers are correct. Now I am working hard on it. My private teacher is training me to finish my work in a set time.

I always think that "the only person you should try to be better than is the person you were yesterday", therefore, this is me and I will try my best. Thank you very much!