

## **LPF Writing Exemplar**

### **Orientation Day for S1 Newcomers**

#### **Task Description**

In this task, students wrote an article to their principal in about 150 words to share their ideas on school life and give suggestions for a school tour for S1 newcomers on the Orientation Day. In the article, they had to talk about

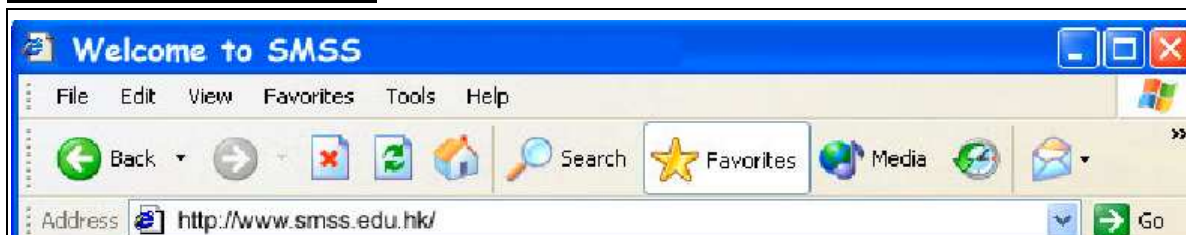
- the things they did and their feelings about the school, teachers and students on the first day of secondary school life;
- the school environment, facilities, clubs and after-school activities; and
- one or two places that they would show to the newcomers during the school tour on the Orientation Day with reasons for their choice(s).

#### **Preparation**

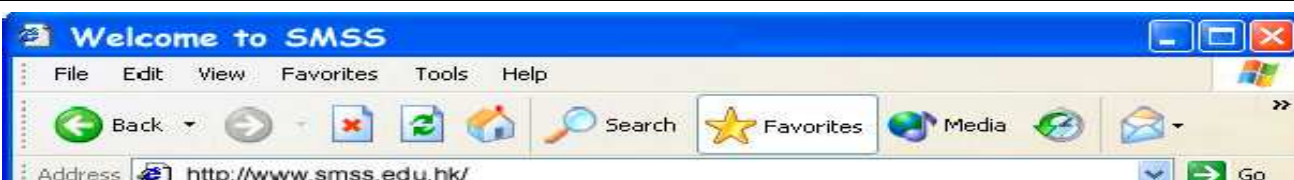
As preparation for the writing activity, students completed the following tasks with teacher guidance:

- analysed the task situation;
- practised the use of language items that should be included in the article, e.g. adverbs for making time reference, adjectives for giving description and modal verbs for giving suggestions; and
- studied a checklist which they should use to see if improvements could be made after they had finished their writing.

## About our school web page

	
Homepage	<b>St Mildred's Secondary School (SMSS)</b>
<b>About our school</b>	<i>History</i>
Key information	SMSS was founded in 1962. In the beginning, the school was in the same building as St Mildred's Primary School, but in 1968 the secondary school moved to its present site in North Point. There are 1,200 students aged from eleven to nineteen in the school.
School facilities	<i>The campus</i>
News	Our school campus is quite large and very pleasant. We have a good-sized playground and a small garden where students can relax in peaceful surroundings. We have a new school hall, which can also be used for indoor sports. In the main teaching block, there are thirty classrooms, as well as three science laboratories. There are also special rooms for art and music lessons. We also have a smaller block which contains the school library and our new Multimedia Language Centre (MMLC). The Principal's office and the staff rooms are also in this building.
School calendar	<i>Our school mission</i>
Sports Day	Our mission is to give all students a well-balanced education. We want to help students develop self-discipline and respect for others. We encourage our students to work hard, to achieve success, and to become happy and healthy citizens.
Student profiles	
Useful links	

## Homepage of the SMSS website

		
<b>Homepage</b>  About our school  Key information  School facilities  News  School calendar  Sports Day  Student profiles  Useful links	<b>15<sup>th</sup> December</b>  Dear Students and Parents Welcome to St Mildred's Secondary School website. We hope that you will find it useful. If you think we can improve it, please send us your ideas. 5	<b>School uniform</b>  All students must wear winter uniform from November to April, and summer uniform from May to October.  <u><a href="#">more</a></u> (2)
	Last term was a busy one with all students taking either their public or school exams in May or June. The results have been excellent; my congratulations and thanks to all students and teachers!  We had our annual sports day on 1 <sup>st</sup> March: the whole school took part and as usual the weather was kind to us. <u><a href="#">more</a></u> (1) 10  Students in Form 5 continued the SMSS tradition of doing voluntary work for two weeks at the end of the school year. This year, some students chose to work on environmental projects. Because of their efforts, more trees have been planted on the school campus and the garden has been tidied up. 15	<b>School rules</b>  Students can bring mobile phones to school but they must be switched off in lessons.  <u><a href="#">more</a></u> (3)
	At the beginning of the first term, 250 new students joined us from local primary schools. After some teething troubles in the first few weeks, they settled in well and have become part of the SMSS family. To help next year's Form 1 intake, I've written some notes to help new students. 20  <b>Before you start at SMSS</b>	<b>SMSS News</b>  The builders finished the new school hall on 30 <sup>th</sup> March. The first basketball match was on 1 <sup>st</sup> May.  <u><a href="#">more</a></u> (4)
	Next year, there is an Orientation Day for you and your parents in July. The day starts at 9:30 a.m. with a talk by the principal. Refreshments will be available from 9:00 a.m. Form 2 students will then show you around the school before you have a meeting with your new class teacher at 11:00 a.m. The Orientation Day will end at 12:30 p.m. 25  <b>When you start at SMSS</b> 30  All new students coming from primary schools start in Form 1. You will be in a class with about 40 other students. You may be familiar with some of the students but others will come from different primary schools. You will see your class teacher at the beginning of the day for roll call but you will have other teachers for different lessons. 35	The new Multimedia Language Centre was <i>finally</i> ready in November!  <u><a href="#">more</a></u> (5)

## Learning Outcomes: ATMs3-4

Content	Organisation	Language & Style
<b>ATM4</b> <b>Writing short texts to convey simple information, ideas, personal experiences and opinions on familiar topics with some elaboration</b>	<b>ATM4</b> <b>Linking ideas quite coherently in a short text, and showing an awareness of overall organisation of ideas</b>	<b>ATM3</b> <b>Using simple language forms and functions, and simple formats quite appropriately and accurately</b>
<p>The student can</p> <ul style="list-style-type: none"> <li>describe his feelings and provide simple reasons, e.g. 'When I were coming to this school I fell interesting and exciting it because I can have lots of new friends and leant more things in this school'</li> <li>describe the people in his school with some details, e.g. 'I liked our teacher and classmates they were very friendly with me', '... our school students love drama very much so that lots of students will join drama club...'</li> <li>explain the school activities with some elaboration, e.g. 'every year of October our school will have English week at that week we need to join some activities about English.'</li> </ul>	<p>The student can</p> <ul style="list-style-type: none"> <li>establish links using cohesive devices to list different school facilities, e.g. 'First', 'Next'</li> <li>present ideas chronologically using adverbial phrases of time, e.g. 'At that time I only had one friend... But later I tried to talk to some classmate in my class...'</li> <li>structure the article by giving a brief introductory statement about himself, e.g. 'I am a S2 student now. When I were coming to this school...' and an appropriate closing to round off the article, e.g. 'Finally, I hope all S1 students will have a good school life in our school.'</li> </ul>	<p>The student can</p> <ul style="list-style-type: none"> <li>use vocabulary related to school activities, e.g. 'English week', 'drama club', 'campus TV'</li> <li>use adjectives to describe the people in his school, e.g. 'new friend', 'best friend', '...our teacher and classmates they were very friendly with me'</li> <li>use adverbial phrases to describe the frequency of school activities, e.g. 'every day', 'every week'</li> </ul>

I am a 82 students now. When I were coming to this school I felt interesting and exciting it because I can have lots of new friends and learnt more things in this school. I came to my classroom and sat with my best friend, Kate. At That time I only had one friend in this school I am afraid that to talk to them because I don't talk very much. But later I tried to talk to some classmate in my class then we talked lots of things about our school. Also, our class teachers were very friendly so that we were very happy to see that.

I loved this school very much because I liked our teacher and classmates they were very friendly with me.

Now, I know more about our school for example, every year of October our school will have English week at that week we need to join some activities about English. ~~And~~ Our school students loved reading very much so we had twenty minutes every day for reading books. I like most in this school is <sup>there</sup> have drama lesson every week I love drama very much so that I love this school. I also know our school students love drama very much so that lots of students will join drama club and I'm the one in the club. This club have lots of activities let students join we were very enjoy.

Last, I will suggesting new 81 students two places during the school tour on the Orientation Day. First, toilet. Our school toilet were very famous because the toilet decorate lots of things and very relaxing if you came in ~~to~~ to the toilet. Next, campus TV. This room is for some teacher or students to came in ~~and~~ and do some different things. I hope I can came to this room.

Finally, I hope all 81 students will have a good school life in our school.