

St Andrew's Secondary School Prelims 2013: 1128 (REPORT FORMAT)

To: Mrs Lucy Toh (Principal)

From: Denis Wong (Green Club President)

Date: 16 Aug 2016

Subject: Trip to Jacob Ballas Children's Garden for the orphans (30 Oct 2016)

After consulting members of the Green Club, I am proposing to bring the children from Rainbow Orphanage to the Jacob Ballas Children's Garden. It will offer a refreshing insight for them as they will learn about nature while enjoying themselves. They will visit four places for the time we have there.

Our first stop is at 'The Living Classrooms' which are sheltered by trees; the chairs and tables are made to look like tree stumps. Here, the children will learn about plants from Green Club ambassadors. Most crucially, they will learn that plants are useful and fragile; hence they should care about the environment by not littering to add to the pollution that plants face.

Next will be 'Plants Recycle' where we will take a stroll through the gardens, looking at the suspension bridge, cave and pond. While viewing the recycled products on display, the children will learn that Earth has limited resources and they can do something simple to conserve and preserve our precious resources.

Moving on, we will walk to 'Drinks from Plants' which is just 40 steps away. The children will be amazed to learn about the plethora of juices that we can obtain from the fruits that different plants bear. They get to sample fresh juices made on the spot and they will be put on a blind-fold test to see if they could identify the source of fruits used for some juices. It is going to be exciting.

Lastly, they will come to 'The Magic of Photosynthesis' to discover the dual roles plants play through photosynthesis: to cleanse the air of carbon dioxide and provide life-supporting oxygen. Armed with magnifying glasses, they will be examining up close the pores on leaves and other parts of plants. In this way, they get to appreciate that plants have delicate parts and need tender care too.

At the end of the fruitful learning journey, we will conduct a short review by asking the children questions about what they have discovered about plants and the useful roles they play. In this regard, I would like to seek your kind sponsorship of Mars bars (20 pieces) that we can give to reward the correct answers given. Thank you.

Report written by

Denis

If you were told to write an email instead, it would look something like this

From: denniswong888@gmail.com

To: lucytoh@sass.moe.edu.sg

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Regards,

Denis Wong
Green Club President

By Denis Wong (4SB, 2013), Edited by LSF