

**Time – 50 minutes**

**TOPICS**

**Remember: Write on only ONE of the following topics.**

1. During lunch time, you notice an incident between two of your classmates. Write a report to your class teacher about the incident.

You may include the following details:

- the date, time and place of the incident
- who were involved and what happened
- what was the outcome

2. Two students were under a tree when a branch broke and fell, injuring one of them. Write a report to your principal about the incident.

You may include the following details:

- the date, time and location of the incident
- who were involved and what happened
- how the incident ended

3. Your class organised and participated in an activity to beautify the school environment, Write a report to your principal on the event.

You may include the following details:

- the date, time, place and purpose of the activity
- the different persons involved and what they did
- how the activity ended