

2013-2014 Heung To Secondary School (TKO)

S4 Writing competition

2<sup>nd</sup> runner-up

4A (15) Lau Ka Hei

Dear Principal,

Creative Writing Class for Secondary 4 students

As the chairperson of the school English Club, I am writing to you today about ways of helping our students improve their English. As you are probably aware, our students need help with their English, so we would like to organize a creative writing class for Secondary 4 students.

I believe the creative writing class will bring benefits to students. It would appear that students at our school can speak and write basic English such as some mechanical writings, that means they are lacking in creative writing skills. So, the creative writing class is organized for those students. The class will help students develop a creative mind, strengthen their basic writing techniques, refresh their writing skills and create their own personal style.

To encourage students to think creatively, we plan to ask students to think outside the box, create likeable characters and write lively dialogues. We also encourage students to organize ideas using mind-mapping and do drafting and editing before their final draft. To give students some inspirations, we will bring them out of the formal class such as go to the gardens.

The class will be conducted by one native teacher who is hired outside the school and one English teacher who is hired outside the school and one English teacher who is working at school. The English teacher can assist the NET whose mother tongue is different from the students. Besides the school teacher knows more about characteristics of the students. It will be held at lunch time every Tuesday. Mr. Chan will supervise the activities in the class and assist me in promoting the class to students.

Should you agree to the idea, I would develop a full plan to you. Hope that my opinion can help schoolmates improve their English.

Yours sincerely,

Chris Wong  
Chris Wong  
Chairperson  
English Club