

C Looking for solutions

1 Paragraphing and punctuation

Rewrite this report to a school management committee, adding the correct punctuation and paragraphing. Don't forget to read it through first to get the sense.

at the end of the spring term our class held a fundraising barbecue we decided after some disagreement to donate the funds to the local hospital some students argued that the school needed the money to help replace our classroom laptops however in my opinion we made the right decision to donate the money to a good cause although organising the event was hard work and time-consuming I think most of us enjoyed selling the tickets and cooking the food in addition the nurses told us our donation helped to buy oxygen cylinders for emergency use which made us feel very proud the majority of us agreed saving lives is more important than state-of-the-art computers nevertheless a few students disagreed and I understand their point of view in conclusion I think that although most of our fundraising efforts should continue to benefit local charities we should have one event each year just for our school if the headteacher gives permission perhaps we could use the money we raise to have our classroom computers replaced please let me know if you require any further information about our fundraising activities and plans

Jordan Inara

Student representative to the school management committee