

- 9 Complete the teacher's instructions with the correct form of the verbs in the box.

play give (x2) suspend make do check
work (x2) hand catch take report write miss

- 1 Remember to _____ your work before you _____ it in.
- 2 When you're _____ on a project, you should _____ some research online.
- 3 You'll _____ a talk on new technology, then I'd like you to _____ a paragraph about it.
- 4 If you _____ a lot of lessons, you'll be _____ to the head teacher.
- 5 Remember to _____ notes in the lecture because you'll have to _____ a presentation to the class next week.
- 6 You won't _____ so many mistakes if you _____ in pairs.
- 7 If I _____ anyone bullying, the person responsible will be _____.
- 8 My dad says he _____ truant a lot when he was young, but now he regrets it!



A nightmare day today. I hate Monday's (1) **t_m_____** - too many double lessons. I was nearly late again and managed to get to class just as the (2) **___l** rang. Mind you, Miss Briars was (3) **_b___t** today, so no one noticed. I had left my (4) **n_____k** at home, so I couldn't give in my (5) **__m___k**. We had an English (6) **d_____n** this morning and I had a mistake in every word! The day got worse. I didn't have a (7) **p____d** lunch, so I had to share Terry's and then I had to spend the whole of the lunch (8) **b_____** listening to her talking about her boyfriend, Matt. In the afternoon I realised I'd forgotten my PE (9) **__t** - again! So, I had to write a fake (10) **si__** note from my mum to say I was ill and couldn't do PE. I just can't (11) **c_____e** in class, either, these days. I think it's because I'm thinking about our holiday. I shall be so happy when it's the end of (12) **t__m!**

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11 Where would you see these notices at school? Match 1–7 with the correct words in the box.

laboratory canteen corridor gymnasium
staffroom library playground

- 1 **TODAY'S MENU: FISH PIE AND CHIPS OR BEEF STEW AND MASHED POTATOES.** _____
- 2 **PLEASE RETURN ALL BOOKS TO THE SHELVES WHEN YOU'RE FINISHED.** _____
- 3 **ALWAYS WEAR GOGGLES WHEN YOU ARE DOING AN EXPERIMENT OR DEALING WITH DANGEROUS CHEMICALS.** _____
- 4 **WALK ON THE LEFT AND NO RUNNING AT ANY TIME!** _____
- 5 **CHANGE INTO SPORTS SHOES BEFORE YOU COME IN HERE.** _____
- 6 **KNOCK AND WAIT FOR A TEACHER TO COME TO THE DOOR.** _____
- 7 **NO RUNNING GAMES UNLESS A TEACHER IS SUPERVISING.** _____

12 Choose the correct words to complete the sentences.

- 1 Do you have a **head / top** girl and boy at your school? I don't think I'd like to be one. It's a lot of responsibility. You have to give a good example to everyone else!
- 2 If you're wondering what career to follow, you should go and talk to the **careers helper / adviser**.
- 3 My English friend has just become a **prefect / team leader**, which means that she can tell off the younger kids if they're doing something naughty. She loves it.
- 4 Mrs Baker isn't the head teacher, she's the **deputy / second** head. That means she takes over when the head teacher is away.
- 5 At college, my brother has a fantastic **speaker / lecturer** who manages to keep a hundred students interested in the topic he's talking about.

MEMO

There have been some problems at school recently. A number of students have been (1) **losing / cutting** classes and have been seen in the town centre during school time. As you know, this is not even permitted during free (2) **times / periods**. Regular (3) **attendance / arrivals** is vital for a student's progress, therefore you are reminded of the importance of (4) **writing / taking** the register regularly. This not only identifies absentees but flags up general (5) **regularity / punctuality** issues. Students who are continually late will be put in (6) **detention / confinement**. Such problems should also be (7) **raised / touched** in any tutorials you have with your students as it is important for our students to develop (8) **own- / self-discipline** at this stage. Please remind them that the first lesson of the day is compulsory and not optional. Another issue we need to be aware of is that students are increasingly (9) **forging / creating** sick notes to get out of sports activities or to be allowed to take (10) **time / periods** off school or fake doctor's appointments. Please be vigilant.