



## Writing about an event

As a member of the organising committee, you've been invited to write a short account of the summer fête for the school newsletter. The amount of space available for the article is limited. You've therefore been asked to be brief and write no more than three sentences.

Read the following description of events surrounding the day and then write your summary. **Only include the most important details.**

### The School Fête

Everyone hoped that the weeks of planning and preparation would prove to be worthwhile. The summer fête was the most important fundraising activity in the school calendar. Last year's event raised over £1,500, which was spent on improving the outside play area. This year the organising committee set an ambitious target of £1,800, with the aim of purchasing much needed new sports equipment for the school.

Altogether, forty different stalls were advertised. There were a number of exciting new activities, including pony rides and a giant bouncy castle, both of which were to be introduced for the first time. It was hoped that they would be as popular as some of the more traditional stalls, such as the coconut shy and tombola. A large number of parents and children offered their help and the committee was confident that this would be the most successful fundraiser to date.

The weather was perfect on the day of the fête. It was sunny but not too hot and, best of all, no rain was forecast. The new attractions went down very well. There seemed to be a permanent queue of children waiting at the bouncy castle. The committee was absolutely delighted when the final takings were counted and announced as a record £1,900, exceeding all expectations. Following such an outstanding success, everyone agreed that it had been worth all the hard work and effort.