



## Environment and Conservation

Report planning bank: environment and conservation

### Exam-style report task

Your principal wants a report on a school recycling campaign. Write a report about the campaign.

**In your report, you should describe what worked well, explain how students became more aware of recycling, and suggest how the campaign could be improved.**

Here are some comments from students to help you:

'The class competition made recycling fun.'

'The posters helped me sort waste correctly.'

'Some bins were not labelled clearly.'

'The bins near the canteen filled up quickly.'

**Write about 120 to 160 words.**

### Plan your report

Use the comments to organise your report. Add details, examples and one idea of your own.

Section	Ideas / Useful language
<b>Introduction</b>	(What? Who? Where? When?)
<b>What worked well</b>	<p><b>Idea:</b> class competition made recycling fun  <b>Detail / example:</b></p> <p><b>Extra idea:</b> weekly totals kept students interested  <b>Detail / example:</b></p> <p><b>Idea of your own:</b>  <b>Detail / example:</b></p>
<b>Awareness of recycling</b>	<p><b>Idea:</b> posters helped students sort waste correctly  <b>Detail / example:</b></p> <p><b>Idea of your own:</b>  <b>Detail / example:</b></p>
<b>Improvements</b>	<p><b>Issue:</b> bins were not labelled clearly  <b>Why / effect:</b>  <b>Suggestion:</b></p> <p><b>Another issue:</b> bins near the canteen filled up quickly  <b>Why / effect:</b>  <b>Suggestion:</b></p>





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Your principal wants a report on a tree-planting morning. Write a report about the activity.

**In your report, you should describe the best parts of the activity, explain what students learnt about the environment, and suggest improvements for next time.**

Here are some comments from students to help you:

'Planting trees felt useful.'

'I learnt how trees protect soil.'

'Some tools were missing.'

'The instructions were rushed.'

**Write about 120 to 160 words.**

### Plan your report

Use the comments to organise your report. Add details, examples and one idea of your own.

Section	Ideas / Useful language
<b>Introduction</b>	(What? Who? Where? When?)
<b>Best parts</b>	<p><b>Idea:</b> planting trees felt useful  <b>Detail / example:</b></p> <p><b>Extra idea:</b> working in teams made the activity enjoyable  <b>Detail / example:</b></p> <p><b>Idea of your own:</b>  <b>Detail / example:</b></p>
<b>What students learnt</b>	<p><b>Idea:</b> trees protect soil  <b>Detail / example:</b></p> <p><b>Idea of your own:</b>  <b>Detail / example:</b></p>
<b>Improvements</b>	<p><b>Issue:</b> some tools were missing  <b>Why / effect:</b>  <b>Suggestion:</b></p> <p><b>Another issue:</b> instructions were rushed  <b>Why / effect:</b>  <b>Suggestion:</b></p>





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Your principal wants a report on an energy-saving week. Write a report about the week.

**In your report, you should describe the most successful actions, explain how students changed their habits, and suggest how energy saving could continue.**

Here are some comments from students to help you:

'Turning off lights became a habit.'

'I noticed how much energy we waste.'

'Some classrooms still left computers on.'

'The reminders to save energy disappeared after two days.'

**Write about 120 to 160 words.**

### Plan your report

Use the comments to organise your report. Add details, examples and one idea of your own.

Section	Ideas / Useful language
<b>Introduction</b>	(What? Who? Where? When?)
<b>Most successful actions</b>	<p><b>Idea:</b> turning off lights became a habit</p> <p><b>Detail / example:</b></p> <p><b>Extra idea:</b> energy monitors encouraged classes</p> <p><b>Detail / example:</b></p> <p><b>Idea of your own:</b></p> <p><b>Detail / example:</b></p>
<b>How habits changed</b>	<p><b>Idea:</b> students noticed how much energy is wasted</p> <p><b>Detail / example:</b></p> <p><b>Idea of your own:</b></p> <p><b>Detail / example:</b></p>
<b>Improvements</b>	<p><b>Issue:</b> computers were left on</p> <p><b>Why / effect:</b></p> <p><b>Suggestion:</b></p> <p><b>Another issue:</b> reminders disappeared after two days</p> <p><b>Why / effect:</b></p> <p><b>Suggestion:</b></p>





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Your principal wants a report on a nature clean-up day. Write a report about the clean-up.

**In your report, you should describe what students achieved, explain how the activity helped the local area, and suggest improvements for future clean-ups.**

Here are some comments from students to help you:

'We collected several bags of litter.'

'The park looked much better afterwards.'

'There were not enough gloves.'

'Some groups finished too early.'

**Write about 120 to 160 words.**

### Plan your report

Use the comments to organise your report. Add details, examples and one idea of your own.

Section	Ideas / Useful language
<b>Introduction</b>	(What? Who? Where? When?)
<b>What students achieved</b>	<p><b>Idea:</b> collected several bags of litter  <b>Detail / example:</b></p> <p><b>Extra idea:</b> team leaders organised the groups well  <b>Detail / example:</b></p> <p><b>Idea of your own:</b>  <b>Detail / example:</b></p>
<b>How the local area was helped</b>	<p><b>Idea:</b> park looked better afterwards  <b>Detail / example:</b></p> <p><b>Idea of your own:</b>  <b>Detail / example:</b></p>
<b>Improvements</b>	<p><b>Issue:</b> not enough gloves  <b>Why / effect:</b>  <b>Suggestion:</b></p> <p><b>Another issue:</b> some groups finished too early  <b>Why / effect:</b>  <b>Suggestion:</b></p>

