4.5 Seeing Eyes Helping Hands



Home for the Aged, East Street, Girgaon - 4 10 January 2018

TO

The Principal,
New Vision High School,
Off Main Street,
Girgaon - 1

Dear Ms Ambekar.

It was the first time that school children had come to help at our Home for the Aged on 5^{th} January, and I am glad to inform you that their visit was a great success.

The children carried out all the tasks we had planned for them. They did them willingly and obediently. And, of course, our residents enjoyed the story-telling sessions quite as much as the students did.

In fact, we were wondering whether we could have a few of your students visiting us every month. You can imagine how much our residents enjoyed having young visitiors. It brightened up the whole week for them. And I must admit that the 'Helping Hands' really lightened some of our work.

With warm regards,

Yours sincerely,

Kiran Somalwar

Secretary

Home for the Aged

A: A letter of thanks

(In the Principal's Office)

Principal: Yes, Mr Bendre. You wanted to see me about something?

Mr Bendre : Yes, Madam. I've come to say how much we appreciate the good work that the school is doing under S. E. H. H.

Principal: Oh, thank you. Our teachers were keen on the programme because they were sure that it would help the children.

Mr Bendre: And I can tell you that it has really made a difference. My son and his cousin both study in this school. I have been following their activities throughout the year. I'm really impressed with the changes in their thinking and even their behaviour.

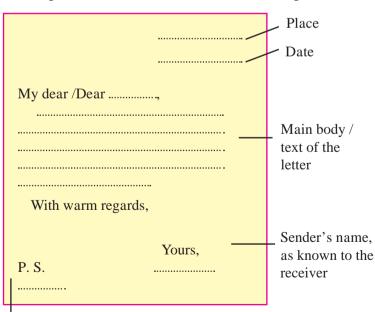
Principal: I'm glad you feel that way.

Mr Bendre : I think the parents will all thank you for paying attention to this aspect of personality development. I want to congratulate you specially at the next Parent Teacher Association meeting.

Principal: Thank you so much.

B: Giving thanks personally

Study the following format of an **informal letter** carefully. Using the format,
 (a) Write an informal letter to your friend who has gone to another town for a month.
 (b) Write a personal letter of thank to an elder person.



Post script: (Extra matter added after writing the letter. This part is optional.)

2. Form a group of four to six. As a group activity, write a conversation in which a person/a group of persons thanks someone.