# 高一英语通知类范文(通用8篇)

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*高一英语通知类范文1NoticeWe are sorry that the meeting be put off till Thursday 9AM (April 20th), because Professor Wang contract...*

**高一英语通知类范文1**

Notice

We are sorry that the meeting be put off till Thursday 9AM (April 20th), because Professor Wang contract a disease and can^v^t arrive school. The doctor said she will recover within a couple of days.

Place: Hall of New Teaching Building

Attendant: Teachers and students of Information Department. Other Departments are also welcome.

**高一英语通知类范文2**

你校学生会举办义卖活动以资助贫困地区儿童上学。请你写一份通知： ●介绍活动的目的

●号召大家踊跃捐献不用物品，并参加义卖活动 ●义卖时间、地点：周六上午9点，校阶梯教室 注意： 1.词数100左右;

2.可适当加入细节，以使内容充实、行文连贯。

参考词汇：义卖：Charity Sale; 阶梯教室：lecture hall

Notice

There will be a charity sale in the school lecture hall a 9 o\'clock on Saturday morning, I hope everyone can lend a hand to those children who are eager to get knowledge. There are many items that you can donate, such as some old books that you have already

Please come and join us on time. Thank you.

Notice

In order to raise money for the kids in poor areas to go to school, the Students\' Union will hold a charity sale.

There are many kids from poor areas who can\'t afford the fee of school , but they have the same dream with us --- getting knowledge. Now if you take part in the activity, their dream will come true. We expect that everyone can donate something that you don\'t use and take part in the charity sale.

The charity sale will be held in the school lecture hall a 9 o\'clock on Saturday morning. Please join in it on time. Thanks.

Highlights:

2. In order to help the children living in poor areas receive education, ...

3. Although the things you donate may be small, they will those children.

4. Kindness definitely pays off.

**高一英语通知类范文3**

Boys and girls,

Attention please, there will be an English speech contest held by city TV station on Oct 4th to the requirements, students in senior one and senior two can entry the contest. Different kinds of topics are welcome, but should be written by your own and each school is allowed to enter 5 names for the contest.

Aftereach school is tried, our school is going to hold the tried on Sep 25th. Those will be good for your spoken English. Pls don\'t hesitate to enter your names. Thank you.

**高一英语通知类范文4**

Boys and girls,

May I have your attention, please? About sixty Australian students will come to visit our school on June 15. We’ll meet them at the school gate at 8:30. We’ll take them to the meeting-room, where a get-together will be held. After that, we’ll show them around our botanical garden and the school-run factory. At11:00 there will be a basketball match on the playground. They’ll leave our school at 12:00.

Please be friendly to them. We must talk with them in English.

That’s all. Thank you.

**高一英语通知类范文5**

英文通知的格式一般是将发通知的日期一般写在通知正文的左下角。 通知一般由标题、正文和结尾三部分组成。标题部分包括常用标题语和发出通知的单位名称；正文包括事情、通知对象、要求、时间(有时还包括地点)等；结尾部分主要包括发通知的具体日期。 英文通知NOTICE(每个字母都大写)写在通知正文上面一行的正中间。发出通知的单位名称可以写在NOTICE上面，也可以写在通知正文的右下角；发通知的日期一般写在通知正文的左下角。 一份好的英文书面通知应具备以下三点：

1、四多一少。四多：被动语态多，将来时态多，简单句多，祈使句多。一少：修饰性词语少。

2、通知的开头要交代清楚活动的内容、对象、时间和地点。我们称之为四“W”。即：what，who，when，where.

3、层次清晰。一个层次表达一件事，切忌在一个句子中表达多件事情。

**高一英语通知类范文6**

In order to make our school life colorful and improve our English skills, we’re going to hold an English Play Show at 8:00 . this Saturday, April 10th. in the meeting room, Teaching building, At the English Play Show, we can not only enjoy other’s plays and speeches, but also sing songs and play games. What’s more, our foreign teacher Mike will give a talk about how to improve oral English.

I hope anyone who comes here will have a great time. If you’d like to come , please sign your name at the Students’ Union, Room 203, Office building.

**高一英语通知类范文7**

通 知各部（室）各分公司： 为更好的展示公司整体形象，增强员工团队意识，集团公司决定统一着装，现将有关具体要求事项通知如下：公司总部全体员工在下列情况下统一穿着工作服：

1 、着装要求统一工作时间所有员工统一穿着工作服上班。

2 、重要的会议（如在公司召开的会议、公司办公例会等）、上级领导来公司检查指导工作、团体参观等特定时间和场合必须穿着工作服；

3、其他要求应该统一穿着工作服的。

4、因接待、出差不便穿着工作服时，可以临时着便装5、暂时没有工装的员工要求穿白色短袖正装衬衫、黑色裤子上班。此通知从六月一日起执行。 集团公司二〇一一年五月二十七日

**高一英语通知类范文8**

1、三者内容范围不同通知的内容范围是批转转发公文，传达需要办理和周知的事项；通报的内容范围是表扬先进，批评错误，传达交流重要情况信息； 通告的内容范围是在一定范围内公布应当遵守或周知的事项。

2、三者告知作用不同通知的告知的主要内容四工作情况和共同遵守执行的事项；通报的告知正反面典型，相关的重要精神或者情况；而通告的告知主要是将知晓的情况、事情、规定和要求发布出去。

3、三者目的要求不同通知的要求不同是告知事项、布置作业、部署行动、严格约束、严格执行；通报的要求不同是交流了解情况，通过典型事例教育人们，宣传先进思想和事迹；而通告的要求不同是宣布有关规定和遵守事项，公布某些单位和个人周知或者办理的一般性事宜。

4、三者表现方法不同在表现方法上，通知的表现方法叙述（具体且语言平实）；通报的表现方法叙述、说明、分析和议论，具有较强的感情色彩；而通告的表现方法叙述（具体且语言平实）。扩展资料：法定公文中的通知、通报、通告三者只是一字之差，但是在写作中却有极大的区别，通知、通报、通告是党政机关公文中比较常见的文种。在实际运用中，通知是使用频率最高的公文。机关工作人员经常需要阅读或拟写通知，了解文体知识以及写作规范后，应该把所学的理论知识和实践相结合，要做到准确选择文种，正确表达思想，规范使用公文，高效发挥作用。

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