



Edexcel Functional Skills English Level 2 Writing Practice Paper 7

Sample Answers

Task 1

Information

The council has decided to create two new football pitches in the park and improve the existing ones.

Some people agree because:

- people of all ages love football
- it is good for health and fitness
- it helps team building and social skills.

Other people disagree because:

- the money could be spent on different things
- there will be less space for other park users
- there will be more noise and litter.

Write a letter giving your views on the council's plan.

Writing Task

Write a letter to Magda Novak, Head of Recreation, Council Offices, Kembleford KM3 7CS.

In your letter, you should:

- discuss the arguments for and against the council's plan
- give your opinion on whether the plan should go ahead and why
- outline your own ideas to improve the park.

You should aim to write about 250 to 300 words.

(21 marks)

Green highlighting - reference to mark scheme



Sample answer: Pass

34 Baller Lane
Reftown
FT10 2BL
18.06.2024

Magda Novak,
Head of Recreation,
Council Offices,
Kembleford,
KM3 7CS

Dear Ms Novak,

I am writing to discuss the council's plan to renovate the existing football pitches and create two new pitches in the town. After collecting data on the opinions of people who live in the area, I would suggest that you alter your plans.

Firstly, I would like to report my findings surrounding people's feelings about the proposed pitches:

- 68% of people in the town across a range of different age groups reported that they love football.
- 89% of people think that football is a good activity to promote health and fitness.
- 77% of people think that football is a good way to encourage teamwork and improve social skills.

However, many townspeople think that new pitches are unnecessary. This is possibly due to the high population of elderly people in the area; they would be unlikely to use the pitches. There are also concerns about noise, litter, and the reduction of space in the local park, where many townspeople like to go for walks and picnics.

Although the existing pitches are in dire need of renovation, creating two new pitches would be an unnecessary expense once the improvements have been made. I suggest that the remaining money would be better spent on improving the accessibility of the park. Several potholes have developed on the paths, making it more difficult for wheelchair users and those with pushchairs to navigate the park. Additionally, the pond has become very overgrown, making it difficult for people to appreciate the local wildlife. Solving these issues would benefit everyone immensely.

I hope that you will take my suggestions and research into consideration.

Yours sincerely,
Harriet Kanes

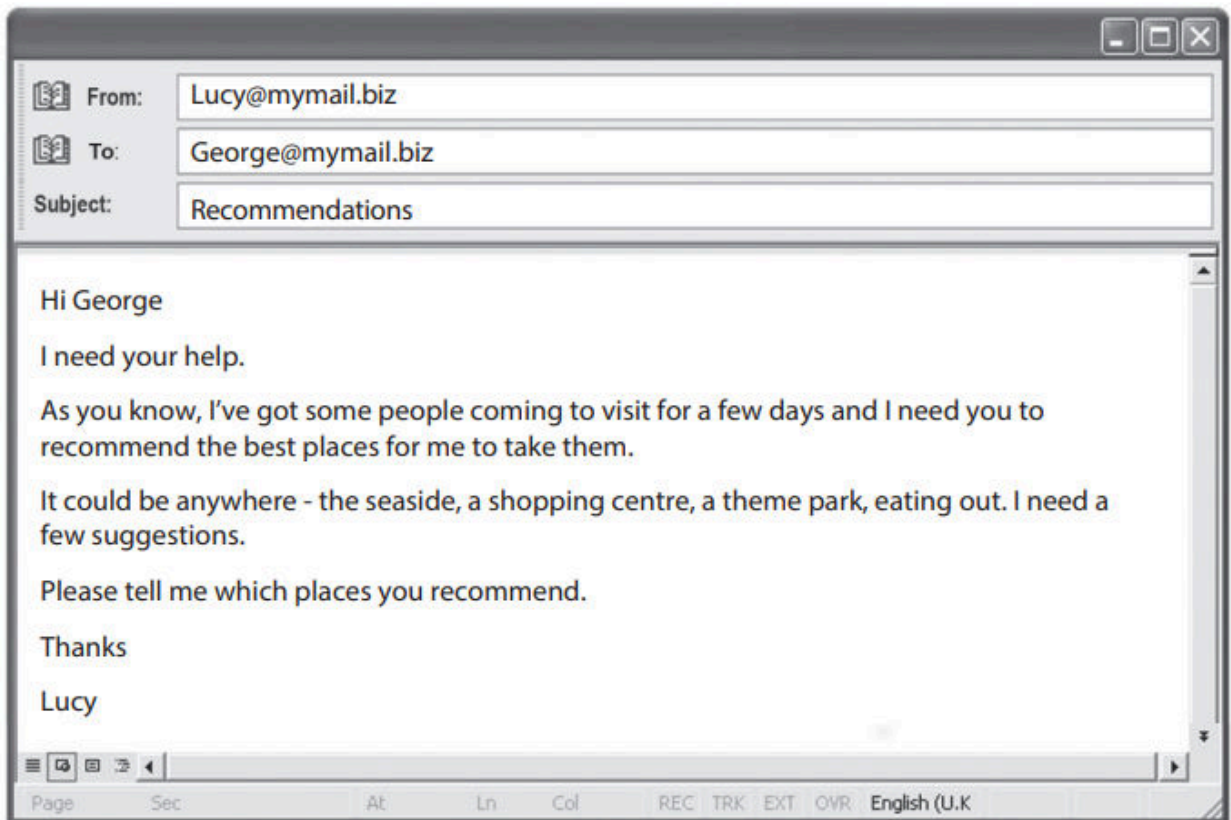
Word count: 291

Examiner comments:

- Suitably detailed to cover all of the context provided in the question.
- Uses the appropriate format for a letter, including addresses, the date, and a suitable greeting and sign-off.
- Organises information effectively, using paragraphs and bullet points to clearly demarcate different sections of the text.
- Uses a wide range of ambitious vocabulary that is consistently spelt correctly and appropriate to the task.

Task 2

Information



Writing Task

Write an email to Lucy recommending places to visit.

In your email, you should:

- describe the places you are recommending
- explain why these places would be good to visit.

You should aim to write about 200 to 250 words.

(15 marks)



From: George@mymail.biz
To :Lucy@mymail.biz
Subject: Recommendations

Hi Lucy,

Thanks for reaching out!

Firstly, visiting the sculpture park is a must. I'm not sure if you've been there before, but it's got so much to offer and makes for a great day out. They have over 230 sculptures across several acres, and some of them are simply stunning. My favourite is a 30-foot pegasus made out of steel; it's absolutely breathtaking. I'm sure that you and your friends could spend several hours there without getting bored.

My next suggestion would be to go to the Sleepy Badger pub. It's just a couple of miles away from the sculpture park, so you wouldn't have too far to travel, and the carvery that they offer is second to none. The staff are also very friendly and welcoming, so you and your friends are bound to feel at home as you enjoy a top-quality meal and a cheeky beverage or two.

Finally, you've got to visit my sweet shop! I know that you're a regular already, but it would be great for your foreign friends to try some old-fashioned British sweets and immerse themselves in our culture. I've heard so much about your friends, and I'd love to meet them, so please don't hesitate to stop by!

I hope you find my suggestions helpful. Have a blast with your friends!

All the best,
George

Word count: 234

Examiner comments:

- Consistently correct use of a wide range of punctuation (e.g. commas, semicolons, apostrophes, exclamation marks, and hyphens).
- Spelling of a wide range of words is consistently accurate.
- Writing is organised using the appropriate format and structure, including effective use of paragraphs and organisational markers.
- An appropriate tone and style is used to align with the audience and purpose of the task.