

# TQUK Functional Skills Qualification in English at Level 1

## Reading Document Booklet Past Paper 8

### Instructions

- Read each question **carefully**
- Answer **all** questions
- Write your answers **clearly** in the spaces provided
- **Check** your answers.

### Information

- There are **2** documents to read
- The maximum mark for this exam is **20**
- The marks available for each question are shown in **bold** beneath each question
- You do **not** need to write in complete sentences
- You will **not** be assessed on spelling, punctuation and grammar.

### Items

- You **will** need the Examination Paper provided
- You **will** need a pen with black or blue ink
- You **are** allowed to use a dictionary
- You will **not need** any other stationery or equipment.

**Time allowed:** 60 minutes

**Do not open this booklet until you are told to do so.**

**This page is intentionally left blank.**

# Four Reasons to Volunteer with Voladvise

## Who are we?

Voladvise helps people find volunteer roles. We work with 25 charities who support young people, their families and so much more. They depend on the kindness of volunteers: passionate and caring people who are just like you. Now more than ever people need your help. We believe your support is crucial. We know you can make a difference. Do you?

### Why volunteer with Voladvise?

The main benefit of volunteering with us is that you will make a difference to someone when they really need it. However, the benefits of volunteering go both ways. Helping others can be the best way to help yourself. You will meet new people, find new strengths and open the door to new experiences.



### 1. Meet new people

Volunteering is a great way to make new friends. Our groups consist of people from different backgrounds, ethnic groups and age groups. Finding what unites you might just surprise you! Join the team today!

### 2. It is good for you too!

Volunteering is linked to better physical, mental and emotional health. It keeps you in contact with other people and gives you a sense of purpose. This can help to reduce stress, depression and isolation. You can feel proud to know that you have made a difference.



### 3. Gain confidence

Volunteering is a way to challenge yourself and move outside of your comfort zone. It is a great opportunity to try out new things! We think overcoming challenges will help you grow in confidence. 93% of our volunteers said that their confidence had improved after just three sessions with us.

### 4. Get professional experience

You do not need any specific skills to start. We believe you will get knowledge and experience through volunteering! This looks great on a CV. Volunteering helps to show that you care, you are truly motivated and committed. It also shows you can be a team player. What a great sign for any employer.

Be proud to know you're helping to transform lives. Start with us today!  
To find out more, use our live chat function or call us on 01774638877.

## Document 2    Email

To: b.hillard.345@outmail.com  
From: southsidebabybaskets@outmail.com

Subject: Re: Volunteer role

Dear Bobbie,

Thank you for your email asking about who we are and what we do. It is great that you are thinking about volunteering and we hope you will be interested in one of our volunteering roles at Southside Baby Baskets. As a charity, we depend on volunteers like you. Our team of volunteers work hard to support the most vulnerable families in our community. We need people like you to join our team! All we ask is that you agree to complete a minimum of one hour per week.

We are based in Southside Community Hub and have a dedicated team of volunteers who run Baskets HQ each weekday between 10am and 12pm. There is always plenty of tea and a friendly face to keep you company whilst you are there. We welcome anyone with a passion for supporting others and will give you essential training you will need. We believe that our volunteers gain so much more than the satisfaction of helping others. You will meet new people and learn and develop new skills, too! We are busier than ever. There are always things to do. As part of your role, you may wish to:

- organise and label baby clothes
- quality check newly-donated items
- put together cribs and other equipment
- pack baskets using a checklist

We have supported 387 families since we launched last year and they all have positive things to say. Why do we work so hard as volunteers? This feedback is just one reason:

“Southside Baby Baskets supported us when our baby was born. They gave us nappies, clothes, blankets and were able to signpost us to further support. We were so worried about being able to provide for our newborn. However, having these items meant that we could focus on getting to know our daughter. We are so grateful to SBB for their kindness and compassion.” – *M. Howard, parent.*

You can find out more about recent activities we have been doing by visiting our social media pages. We hope you will want to join us (pop in and see the team in action).

We look forward to hearing from you and hopefully seeing you soon!

Jamie Clarke

*Southside Baby Baskets Volunteer Coordinator*

**This is the end of the booklet.**