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**NCFE Functional Skills English Level 2 Writing Sample Paper 1**

**Sample Answers**

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**Activity 1: Write a report**

This activity has a possible **22 marks available**.

Answer the question in the space provided.

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There have been a lot of problems near your local primary school recently caused mainly by motorists and cyclists travelling too fast, ignoring road signs and parking inconsiderately.

The Parent Teacher Association (PTA) is very worried and has asked you to write a report to give to your local Council. In your report you should explain the concerns, give specific examples and recommend how the Council can help and make the area around the school safe for everyone.

**[22 marks]**

**Green highlight** - reference to mark scheme

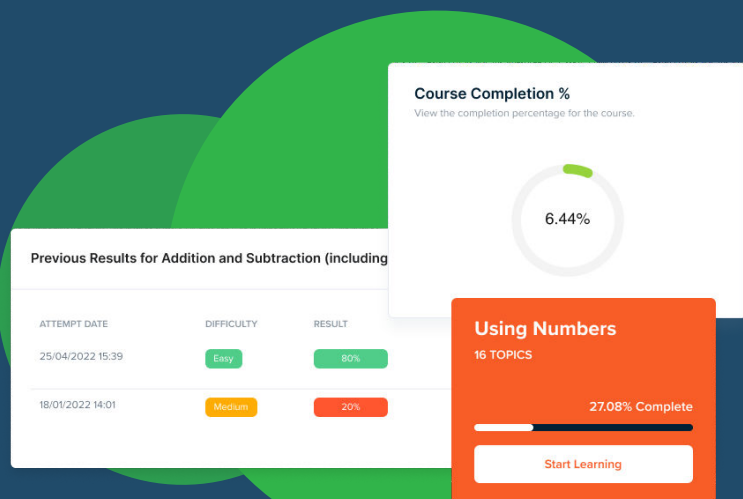
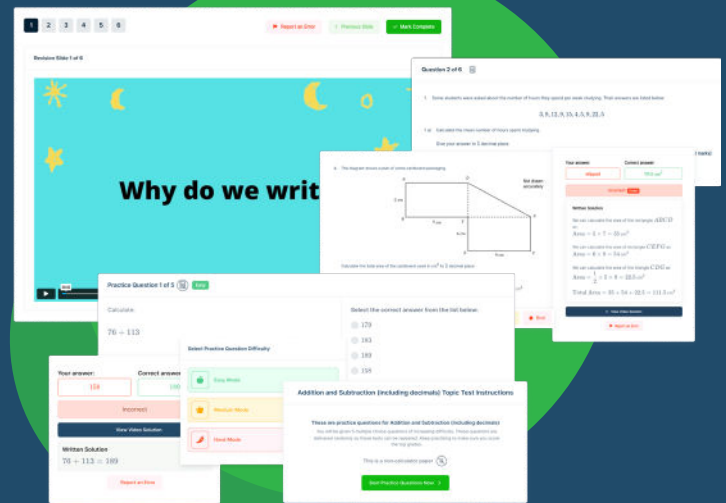


# FUNCTIONAL SKILLS ONLINE COURSES

- ✓ Your answers are analysed to determine your Current Level
- ✓ Suggested courses for you to enrol on based on your calculated level
- ✓ Always know the level you are currently working at
- ✓ Determine when you are ready to sit your exam



- ✓ Explainer videos on every topic
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- ✓ See your progress through as you progress through each topic area
- ✓ Get your average scores for practice questions, topic tests and mock exams
- ✓ View all practice question, topic test and mock exam attempts over time
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### Sample Answer - Pass

The recent speeds of cars and motorbikes around the local primary schools are reaching dangerous levels to such an extent that this report is vitally needed.

#### PTA concerns

Parents are concerned that their children are at risk of getting hurt or seriously injured by the speeds reached. The high noise pollution levels, caused by such large amounts of revving engines, are disruptive to the children's education, particularly those in Year 1 as their classrooms have windows backing onto the road.

For example, at break times or home times, many parents are unable to park close to the school because of the inconsiderate parking of multiple cars in disabled spots, parent and child spots or on double yellow lines.

Teachers have noted that, at break and lunch times, motorists continually ignore signs warning of the presence of school children and speed past the school, creating a high risk environment for the children.

Cyclists are an additional issue, ignoring road signs to remain off the pavement and therefore, putting more children at risk at peak times. In one case, a teacher was hit by a cyclist on the pavement and stumbled into the road, not only putting herself at risk but also putting the children in their care at risk as they could not be properly supervised.

#### PTA recommendations

We recommend the council install 3 speed cameras around the school and surrounding area as more of an incentive for motorists to slow down near the school as current signs appear to be inconsequential.

Furthermore, we also recommend additional signs, alerting cyclists that they are passing through a school area and to remain off the pavement, are installed as well as encouragement to wear high visibility clothing.

Word count -284

#### **Examiner comments:**

- Clear and detailed in terms of content
- Appropriate formatting and structural devices used
- Language and register is fully suited to the audience and purpose

## **Activity 2: Write an article**

This activity has a possible **22 marks available**.

Answer the question in the space provided.

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Your organisation's newsletter has started a new section called 'Life Outside Work'. They are looking for articles on interesting places to go in next month's edition. You decide to write an article about a place you have visited recently, giving as much detail as possible.

You have contacted the editor of the newsletter and she is keen to read your article, but it must be between 250 – 350 words.

**[22 marks]**

## Sample Answer - Pass

Aberystwyth, Wales- the perfect place for a Life Outside Work

I recently visited Wales for the first time in years and was amazed at the range of activities it had to offer. With holiday prices increasing at massive rates, and the cost of living in general, more Brits are choosing 'staycations' to save money and time off work.

### Location:

Situated on the Mid Wales coast, Aberystwyth has the perfect mix of countryside and beach landscape to enjoy. It feels isolated enough from major cities and other towns to be a peaceful escape, but is connected enough to not feel like the middle of nowhere- Cardiff is only an hour away!

### Places to visit

Whether you're a nature lover or prefer to spend the day inside, Aberystwyth has something for everyone. Visit the nature reserve bogs nearby for some birdwatching on the weekend or take your pick of the many coastal walks surrounding the town. Additionally, the beach stretches from either end of the bay, so rock-pooling and surfing are options in summer.

There are castle ruins within the town, as well as two museums and a wide variety of restaurants and bars so you can sample cuisine from a different country every night!

### What's on?

There are events throughout the year in Aberystwyth for all to enjoy, here are just a few:

- July 2nd-4th - Summer fete
- October 29th-31st - Halloween festival in the town hall
- December 1-23rd - Christmas market on the seafront

And many more!

So consider a staycation this summer, save money and time by getting the direct train from Birmingham, and make the most of your time off work in Aberystwyth.

Word count - 272

### Examiner comments:

- Paragraphs used appropriately and complex sentences have been constructed consistently and accurately.
- is very detailed and communicates information, ideas and opinions clearly, coherently and effectively throughout. The text fully meets the needs of purpose and audience
- Persuasive language used appropriately

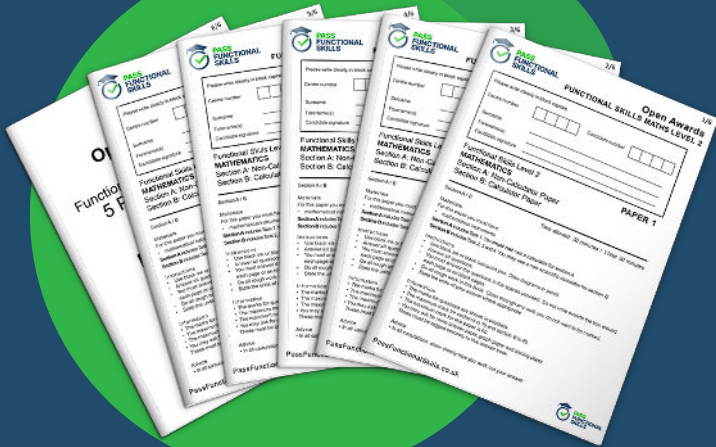


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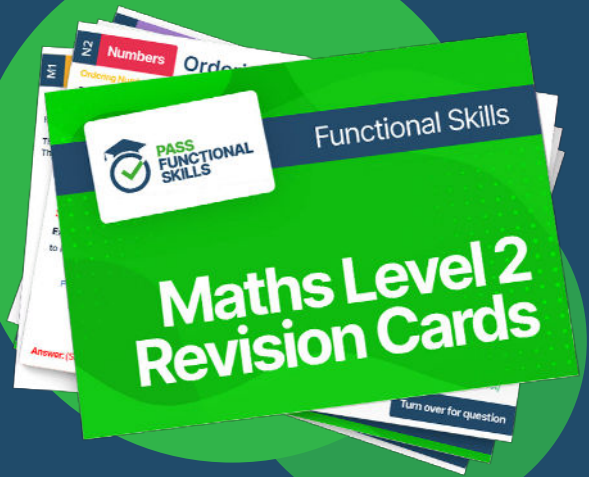
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