



Please write clearly in block capitals.

Centre number

--	--	--	--	--

Candidate number

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Surname

Forename(s)

Candidate signature

I declare this is my own work.

Functional Skills Level 1

ENGLISH

Paper 2 Writing

Time allowed: 1 hour

Materials

- You will need no other materials.
- You **must not** have access to a dictionary or any other spelling or grammar aid.

Instructions

- Use black ink or black ball-point pen.
- Fill in the boxes at the top of this page.
- Answer **both** questions.
- You must answer the questions in the spaces provided.
- Do not write outside the box around each page or on blank pages.
- If you need extra space for your answer(s), use the lined pages at the end of this book.
Write the question number against your answer(s).
- Do all rough work in this answer book.
- Cross through any work you do not want to be marked.

Information

- The marks for questions are shown in brackets.
- The maximum mark for this paper is 27.
- You are reminded of the need for good English and clear presentation in your answers.

Advice

You are advised to spend 20 minutes on **Question 1** and 40 minutes on **Question 2**.

For Examiner's Use	
Question	Mark
1	
2	
TOTAL	



J U N 2 2 8 7 2 0 W 0 1

IB/M/Jun22/E7

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QAN 603/4284/5

Answer **both** questions.

Answer the questions in the spaces provided.

0 1

You have applied for a course at your local college and have received the following email:



Bramby College
High St
Bramby

Thank you for your recent application to join one of our courses.

You are invited to attend for interview on Thursday 30th June 2022.

Your interview will be with Jenny Callar-Braithwate at 2.00 pm.

Please go to Room C22 for your interview.

If you need to contact us please email jenny_c_b@email.com

Our mission is your future.

You are unable to attend the interview.

Write an email to the college.

Your email should:

- explain why you cannot attend the interview
- ask for another interview
- suggest another time and date
- be approximately **80** to **120** words.

Remember to:

- plan your answer
- use correct spelling, punctuation and grammar
- write clearly and effectively.

[6 marks]
[+ 3 marks for SPaG]

Plan your answer here:



Do not write
outside the
box

A large rectangular box containing 25 horizontal lines for writing. The box has a double-line border and a vertical scrollbar on the right side.

9



Turn over for the next question

*Do not write
outside the
box*

**DO NOT WRITE ON THIS PAGE
ANSWER IN THE SPACES PROVIDED**

Turn over ►



0 2

You recently saw the following flyer in a local shopping centre.

Swim Bramby!
 Visit Bramby Swimming Pool

Safe and clean
 50m pool
 Gym and fitness area
 Slides, waves, flume
 Polite staff

Party nights
 Children's area
 Café
 Great prices/offers

Find us at: brambypool.co.uk

You visited Bramby Swimming Pool but were very unhappy with the experience.

Write a report about your visit to upload at brambypool.co.uk

You should:

- say what happened at Bramby Swimming Pool
- say why you were unhappy with your visit
- say what improvements should be made at Bramby Swimming Pool.

Remember to:

- plan your answer
- use correct spelling, punctuation and grammar
- write accurately in sentences and paragraphs.

[9 marks]
[+ 9 marks for SPaG]

Plan your answer here:



There are no questions printed on this page

*Do not write
outside the
box*

**DO NOT WRITE ON THIS PAGE
ANSWER IN THE SPACES PROVIDED**



