

Please write clearly ir	n block capitals.
Centre number	Candidate number
Surname	
Forename(s)	
Candidate signature	I declare this is my own work.

Functional Skills Level 1 ENGLISH

Paper 2 Writing

Time allowed: 1 hour

Question

2

TOTAL

For Examiner's Use

Mark

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**.



Answer **both** questions.

Answer the questions in the spaces provided.



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 nere	•		
_			



Do not write outside the box

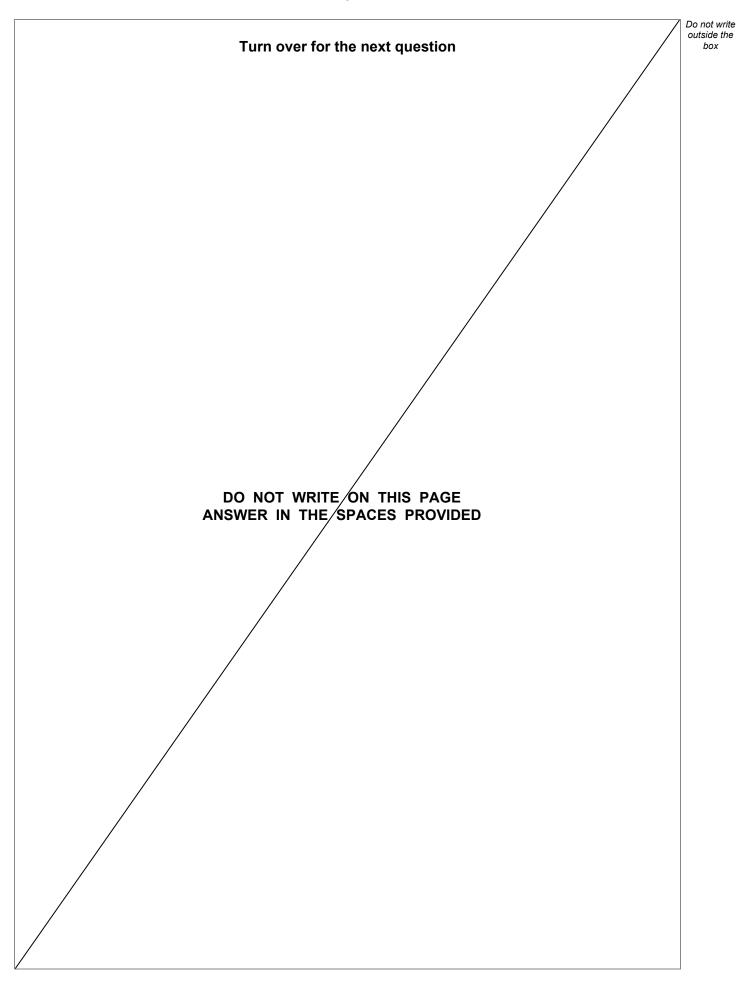
New Message To jenny_c_b@email.com Cc
Subject:
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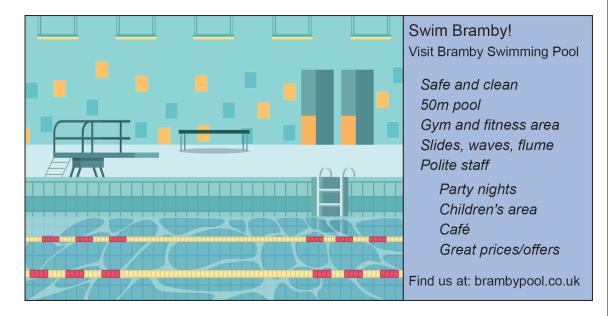






0 2

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



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

Plan your answer here:

- · use correct spelling, punctuation and grammar
- write accurately in sentences and paragraphs.

[9 marks] [+ 9 marks for SPaG]

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-		



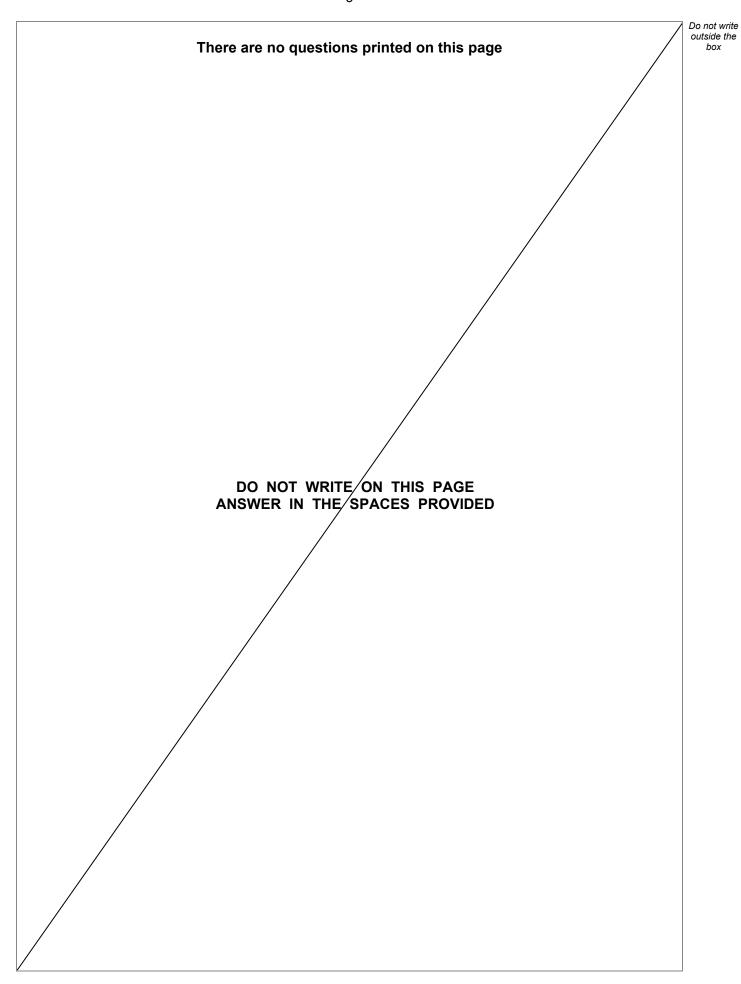
Write your report here:	Do not write outside the box
More space is available on the next page if needed	



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	18
	outside the box
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Question number	Additional page, if required. Write the question numbers in the left-hand margin.



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