
Entry Level Certificate

STEP UP TO ENGLISH

Silver Step Component 1 – Literacy Topics
Mark scheme

5972/1
Specimen Assessment Materials

Version/Stage: 0.1

Introduction

This document consists of both 'penny point' mark schemes, with specific answers and levels of response mark schemes. **All appropriate responses should be given credit.**

Where literary or linguistic terms appear in the mark scheme, they do so generally for the sake of brevity. Knowledge of such terms, other than those given in the specification, is **not** required.

Level of response marking instructions

Level of response mark schemes are broken down into three bands, each of which has a set of descriptors. The descriptors for the level show the average performance for the band.

Before you apply the mark scheme to a student's answer, read through the answer and annotate it (as instructed) to show the qualities that are being looked for. You can then apply the mark scheme. Use the key provided to judge how well your student meets each skill descriptor, where you feel they fall within each band, and to award marks. You should refer to the standardising material throughout your marking.

Step 1 Determine a band

Start at the lowest band of the mark scheme and use it as a ladder to see whether the answer meets the descriptors for that band. The descriptors for the band indicate the different qualities that might be seen in the student's answer for that band. If it meets the lowest band then go to the next one and decide if it meets this band, and so on, until you have a match between the band descriptor and the answer. With practice and familiarity you will find that for better answers you will be able to quickly skip through the lower bands of the mark scheme.

When assigning a band you should look at the overall quality of the answer and not look to pick holes in small and specific parts of the answer where the student has not performed quite as well as the rest. If the answer covers different aspects of different bands of the mark scheme you should use a best fit approach for defining the band and then use the variability of the response to help decide the mark within the band, i.e. if the response is predominantly band 2 with a small amount of band 3 material, it would be placed in band 2 but be awarded a mark near the top of the band because of the band 3 content.

Step 2 Determine a mark

Once you have assigned a band you need to decide on the mark. The exemplar materials used during standardisation will help. There will be an answer in the standardising materials which will correspond with each band of the mark scheme. This answer will have been awarded a mark by the Lead Moderator. You can compare the student's answer with the example to determine if it is the same standard, better or worse than the example. You can then use this to allocate a mark for the answer based on the Lead Moderator's mark on the example.

You may well need to read back through the answer as you apply the mark scheme to clarify points and assure yourself that the band and the mark are appropriate.

An answer which contains nothing of relevance to the question must be awarded no marks.

Spoken Language

See Page 2 for instructions on how to use this levels of response mark scheme. Add your comments to justify the mark awarded in the space provided in the assessment booklet.

Use the key:

N – No evidence of skill; W – Working towards; D – Demonstrated

	Skills descriptors	Key	AO
Band 3 9 - 12 marks	<ul style="list-style-type: none"> Talk to familiar and sometimes unfamiliar people, especially on topics of personal interest. Communicate experiences, thoughts and feelings, linking ideas eg can communicate outside of their own immediate interests. Use simple devices such as variations in tone, pace, expression, vocabulary to hold the attention of the listener. Listen carefully in group settings to familiar and sometimes unfamiliar people, especially on topics of personal interest. Engage with others, making simple comments and suggestions eg agree or disagree with an idea and sometimes suggest an alternative. Take turns, making helpful, more extended contributions. Choose appropriate vocabulary including adjectives and adverbs according to audience and purpose eg speak to an unfamiliar adult differently than to a friend. 		AO7
			Demonstrate presentation skills
			AO8
			Listen and respond appropriately to spoken language, including to questions and feedback on presentations
Band 2 5 - 8 marks	<ul style="list-style-type: none"> Talk to familiar peers and adults in supported groups or 1:1, especially on matters of personal interest. Communicate feelings and ideas eg 'I feel sad when...because...' When speaking to familiar peers and adults add some detail to sustain interest. Listen attentively to familiar peers and adults in supported groups or 1:1, especially on matters of interest. Engage with others eg agree or disagree with a comment or idea. Take turns. Use appropriate personal pronouns and begin to use different language to adults and peers. 		AO9
			Use spoken English effectively in speeches and presentations
Band 1 1 - 4 marks	<ul style="list-style-type: none"> Talk audibly to a familiar adult or small supported group on matters of personal interest. Communicate clearly on matters of interest eg 'I like...' Show an understanding of the role of a speaker when talking to an adult or in a small supported group eg listen then speak. Listen with assistance and respond to others eg show understanding of a question by giving a simple response. Respond to straightforward comments eg give an appropriate short answer. Take turns in a supported group. Use correct personal pronoun when prompted. 		
0 marks	Nothing relevant to award.		

Reading Task 1

Question 1	Fill in the table below. The first and last row have been done for you.		
Mark scheme			Marks
<ul style="list-style-type: none"> Award 1 mark for each correct answer. 			Up to 7 marks
Company	Telephone number	Website	Service
Hotel Blue	01733 123456	www.hotelblue.co.uk	Hotel
DJ Dan	01899 553551	www.music.com	DJ
Flash John	01733 123321	www.flash.co.uk	Photographer
Crown Hotel	01899 567891	www.crownhotel.web	Hotel
DJ HipHop	01899 765432	www.tunes.web	DJ
Cool Pics	01733 543210	www.coolpics.web	Photographer
Nothing relevant to award.			0 marks
			AO
			AO1 Recall main points from simple texts Locate some points and information in simple texts

Reading Task 2

Question 1	Match the numbers on the advert to the descriptions in the table below. One has been done for you.														
Mark scheme	Marks	AO													
<ul style="list-style-type: none"> Award 1 mark for each correct answer. <table border="1" style="margin-left: 40px;"> <thead> <tr> <th>Description</th> <th>Number</th> </tr> </thead> <tbody> <tr> <td>Picture of hotel</td> <td>1</td> </tr> <tr> <td>What the hotel offers</td> <td>4</td> </tr> <tr> <td>Name of hotel</td> <td>2</td> </tr> <tr> <td>Customer review</td> <td>5</td> </tr> <tr> <td>A heading saying what the hotel does</td> <td>3</td> </tr> </tbody> </table>	Description	Number	Picture of hotel	1	What the hotel offers	4	Name of hotel	2	Customer review	5	A heading saying what the hotel does	3	Up to 4 marks	AO1 Recall specific and straightforward information from texts Locate main points and information in texts Make simple inferences and deductions	
Description	Number														
Picture of hotel	1														
What the hotel offers	4														
Name of hotel	2														
Customer review	5														
A heading saying what the hotel does	3														
Nothing relevant to award.	0 marks														

Question 2	What makes the hotel a good place to hold the prom? Fill in the table below. One has been done for you.		
Mark scheme	Marks	AO	
<ul style="list-style-type: none"> Award 1 mark for each relevant answer. Up to 2 marks for points and up to 2 marks for different reasons. <p>Example answers:</p> <p>Someone to help you plan your event – they will help plan the prom, less work, less planning.</p> <p>The King’s Hall which can hold a dinner dance for up to 180 people – there will be enough room for everyone, it is big enough.</p> <p>A dance floor – there will be room to dance, there will be room for a DJ.</p> <p>Own DJ with state of the art sounds – we will not have to hire a DJ, it will save money, it will keep costs down, less planning.</p> <p>Great food – the food will be nice.</p> <p>Other valid responses that satisfy the criteria for awarding marks and which you are able to verify by checking the source.</p>	Up to 4 marks	AO1 Recall specific and straightforward information from texts Locate main points and information in texts Make simple inferences and deductions sometimes supported by textual detail	
Nothing relevant to award.	0 marks		

Question 3	Explain why the hotel has used these phrases in their advert. One has been done for you.		
Mark scheme	Marks	AO	
<ul style="list-style-type: none"> <i>Award 1 mark for each relevant explanation per phrase.</i> Example answers: ... two stunning rooms – makes it sound really nice/really special/beautiful, ‘stunning’ makes you think it is ... We love it – makes it sound popular, makes it sound like a great place to go, ‘love’ makes you think that people really like it, personal recommendation. Other valid responses that satisfy the criteria for awarding marks and which you are able to verify by checking the source.	Up to 2 marks	AO2 Use contextual clues to help understand the meaning of simple words/language choices	
Nothing relevant to award.	0 marks		

Question 4	Would you like to have your prom at the Crown Hotel? Give your reasons based on what you have read in the hotel advert.		
Mark scheme	Marks	AO	
<ul style="list-style-type: none"> <i>Award 1 mark for each reason up to 4 marks.</i> <i>Candidates may make more than 1 point about the same aspect of the hotel.</i> <i>Award 1 mark for the candidate’s preference on condition that they tick the box that is supported by their views.</i> Example answers: The food sounds great. I like the look of the grounds. The hotel looks like a place for older people. I would rather have our own DJ. Other valid responses that satisfy the criteria for awarding marks and which you are able to verify by checking the source.	Up to 5 marks	AO4 Make simple comments/ observations about personal preferences sometimes supported with reasons	
Nothing relevant to award.	0 marks		

Reading Task 3

Question 1	Explain why Emma used these words in her email. One has been done for you.		
Mark scheme	Marks	AO	
<ul style="list-style-type: none"> <i>Award 1 mark for each correct explanation up to a maximum of two marks.</i> <p>Cool – This word shows the music was up to date. Tasty – This word shows that the food was good to eat.</p> <p>Other valid responses that satisfy the criteria for awarding marks and which you are able to verify by checking the source.</p>	Up to 2 marks	AO2 Use contextual clues to help understand the meaning of simple words/language choices	
Nothing relevant to award.	0 marks		

Writing Tasks

See Page 2 for instructions on how to use this levels of response mark scheme Add your annotations to your student's work to justify the mark awarded. The marks for AO5 and AO6 should be added together to give the total for the task.

Use the key:

N – No evidence of skill; W – Working towards; D – Demonstrated

	Skills descriptors	Key	AO
Band 3 11 - 15 marks	<ul style="list-style-type: none"> Form letters accurately and consistently eg ascenders and descenders are clear and consistent. Some awareness of narrative, non-narrative form and audience eg within a structure can follow a writing form such as a newspaper article, email or story and try to structure it clearly for the reader. Write mainly in simple sequenced sentences eg will make links between ideas or events. 		AO5 Communicate clearly, effectively and imaginatively, selecting and adopting tone, style and register for different forms, purpose and audience. Organise information and ideas using structural and grammatical features to support coherence and cohesion of texts.
Band 2 6 – 10 marks	<ul style="list-style-type: none"> Form most letters correctly with possible confusion over upper and lower case eg all letters upper and lower case are correctly oriented. Inconsistently match writing to structure and understand words have permanence eg work must be scaffolded within a writing frame and heavily modelled. Sometimes arrange ideas in appropriate order eg sequence three related events in a picture based text. 		
Band 1 1 - 5 marks	<ul style="list-style-type: none"> Produce recognisable letters eg usually begin and finish letters in the correct place, move round letters in the correct direction, write most lower case letters. Understand simple words have permanence. Use words, phrases or statements appropriate to the content of a picture or symbol. 		
0 marks	Nothing relevant to award.		

	Skills descriptors	Key	AO
Band 3 7 - 9 marks	<ul style="list-style-type: none"> Spell phonetically plausible and most high frequency words with growing accuracy eg simple CVCC words or CCVC monosyllabic words and high frequency words. Inaccuracies are phonetically plausible. Demarcate most sentences with full stops and capital letters. Use appropriate words to create interest eg use adjectives to give more detail. 		AO6 Candidates must use vocabulary and sentence structures for clarity, purpose and effect, with accurate spelling and punctuation.
Band 2 4 – 6 marks	<ul style="list-style-type: none"> Spell simple phonetically plausible and many high frequency words accurately eg monosyllabic words ('it', 'on', 'up'), CVC words ('cat', 'mum') and high frequency words ('the', 'I', 'in') are usually correct or phonetically plausible. Show some awareness of full stops and capital letters. Use some simple descriptive language eg to indicate colour, size, emotion. 		
Band 1 1 - 3 marks	<ul style="list-style-type: none"> Write some phonic based CVC words eg CVC words important to them such as 'Mum', usually identify initial and final letters in monosyllabic words, high frequency words such as 'a', 'I', 'in'. Use full stops and capital letters randomly. Provide some detail eg size. 		
0 marks	Nothing relevant to award.		

How the questions meet the assessment objectives:

Assessment objective	Spoken Language task	Reading Task 1	Reading Task 2	Reading Task 3	Writing task	Paper Total (%)
AO1		✓	✓			26%
AO2			✓	✓		7%
AO3	N/A					
AO4			✓			9%
AO5					✓	26%
AO6					✓	16%
AO7/8/9	✓					16%