

Please write clearly in block capitals.

Centre number

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Candidate number

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Surname

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Forename(s)

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Candidate signature

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# Functional Skills Level 2 ENGLISH (8725)

## Component 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 30.
- 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	
<b>TOTAL</b>	

Answer **both** questions.

Answer **all** questions in the spaces provided.

1 You have received the following leaflet from your local council:

**BRINGING PEOPLE IN OUR COMMUNITY TOGETHER**

We've received funding from the National Lottery to support local events.

We are looking for ideas for local events which would help to bring the community together. So anything that would get people out of their houses, talking to each other and enjoying themselves together.

Send us ideas about what you think might work. Ideas could include food, music, dance, competitions, stalls – anything at all can be considered. Give us good reasons for your suggestions, to help us to decide!

To contribute, send an email to Ashraf at: [livelylocal@email.com](mailto:livelylocal@email.com)

Write an email to Ashraf responding to the council's request. Your email should be approximately 150 to 200 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:

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2 You are a reporter from the Wickby Post, a local newspaper.

You have visited Carroll's Fitness Centre and Gym and made the following notes:

## **Carroll's Fitness Centre and Gym**

**6 Colwyn Park Terrace, Wickby**  
**Manager: Gina Carroll ([gina@Fitness.co.uk](mailto:gina@Fitness.co.uk))**

**Safe environment**

**Trained staff**

**Classes**

**Latest equipment**

**Swimming pools**

**Steam room**

**Prices: Single visit £5**

**Monthly membership: £20 per month**

**Annual membership: £180 (so £15 per month)**

Write an article for the local newspaper about the new Fitness Centre and Gym, including any strengths and weaknesses you found.

Remember to:

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

**[12 marks]**  
**[+ 9 marks for SPaG]**







