



# **2009 Social and Vocational Skills**

## **Standard Grade F/G/C**

### **Finalised Marking Instructions**

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**2009 Social and Vocational Skills SG F/G/C**

**FOUNDATION**

**1. (a)**

Plain flour	2250g or 2.25kg	<b>1 mark</b>
Cornflour	750g	<b>1 mark</b>
Butter	2200g or 2.2kg	<b>2 marks</b>
Caster sugar	750g	<b>1 mark</b>
Condensed milk	2 tins	<b>1 mark</b>
Milk	300ml	<b>1 mark</b>
Demerara sugar	900g	<b>1 mark</b>

**8 marks**

**Additional Information**

If butter is mentioned twice on list but quantities add up to correct total – give marks

g/ml/tins (units) not necessary

**(b) Completion of cheque**

Payable to Inverfauld Stores	<b>1 mark</b>
Date as exam paper	<b>1 mark</b>
Amount in words	<b>1 mark</b>
Amount in figures	<b>1 mark</b>
Own signature	<b>1 mark</b>

**5 marks**

All changes must be initialled. No Tippex.

**Total 13 marks**

<b>2.</b>	To: Mrs Strang	<b>1 mark</b>	
	From: Use own name/S4 S&VS	<b>1 mark</b>	
	Date: as per paper 15 <sup>th</sup> May 15/5	<b>1 mark</b>	
	Subject: Trip/visit/outing (or equivalent)	<b>1 mark</b>	<b>4 marks</b>
	Primary 5	<b>1 mark</b>	
	Butterfly and Insect World (Either in subject or main body of menu)	<b>1 mark</b>	
	3rd June (2009)	<b>1 mark</b>	
	Devon Coaches	<b>1 mark</b>	
	9.15	<b>1 mark</b>	
	3.15	<b>1 mark</b>	
	At Inverfauld Primary	<b>1 mark</b>	
	18 children/2 adults or 15/3/2	<b>1 mark</b>	
	“Hands On Insects” 12 o’clock	<b>1 mark</b>	
	<b>Additional Information</b>		
	Packed Lunch or seatbelt, Picnic benches, 22 seater coach	<b>2 marks</b>	<b>11 marks</b>
		<b>Total 15 marks</b>	

<b>3.</b>	Name	<b>1 mark</b>
	Date of Birth	<b>1 mark</b>
	School Inverfauld School	<b>1 mark</b>
	Address Inverfauld School	
	School Lane	
	Inverfauld	
	Postcode IN4 5RT or IN4 5TR	<b>1 mark</b>
	Subjects studied – 1 or 2 (1 mark) 3 or more (2 marks)	<b>2 marks</b>
	Hobbies and interests – at least 2	<b>1 mark</b>
	First choice placement	<b>1 mark</b>
	Code	<b>1 mark</b>
	Dates – Aug to Sept and Oct to Nov or just one	<b>1 mark</b>
	Reasons	<b>2 marks</b>
	Second choice placement	<b>1 mark</b>
	Code	<b>1 mark</b>
	Dates	<b>1 mark</b>
	Signature	<b>1 mark</b>
	Date	<b>1 mark</b>

**Total 17 marks**

- |           |            |  |               |
|-----------|------------|--|---------------|
| <b>4.</b> | <b>(a)</b> | <b>(i)</b> Main Street   | <b>1 mark</b> |
|           |            | <b>(ii)</b> Beechwood Road   | <b>1 mark</b> |
|           |            | <b>(iii)</b> Craigview   | <b>1 mark</b> |
|           |            | <b>(iv)</b> Hall Park  | <b>1 mark</b> |
|           |            | <b>(v)</b> Gartmorn Road   | <b>1 mark</b> |
|           |            | <b>(vi)</b> Main Street  | <b>1 mark</b> |
|           |            |  |               |
|           | <b>(b)</b> | Left (at first change of direction)                                | <b>1 mark</b> |
|           |            | Left (at second change of direction)                               | <b>1 mark</b> |
|           |            |  |               |
|           | <b>(c)</b> | Right (at first change of direction)                               | <b>1 mark</b> |
|           |            | Second right (at second change of direction) or (clear indication) | <b>1 mark</b> |

**Total 10 marks**

## 2009 Social and Vocational Skills SG F/G/C

### GENERAL

1. Address and postcode (both)	1 mark	
Date – must have the year – 2009	1 mark	
Salutation (Dear Mr. James)	1 mark	
Close	1 mark	
Signature (own name)	1 mark	5 marks
S3 S&VS	1 mark	
St Andrew's Night ceilidh	1 mark	
Date – 30th Nov	1 mark	
Time 6.30pm *	1 mark	
Time 10.00pm	1 mark	
(School) <u>Assembly Hall</u>	1 mark	
Already phoned to book / Writing to confirm	1 mark	
Mention of cost - £300 (correct amount) or implied by 10% deposit	1 mark	
Enclose a deposit - <u>£30 (correct amount or 10% of £300)</u>	1 mark	
<b>Additional</b> name of band, advert in the local paper	1 mark	
Effective communication – Venue (Inverfauld School or Assembly Hall), date (30/11) and time (7-9.30pm/6.30-10pm)	1 mark	11 marks
<b>Total 16 Marks</b>		

\* If indicated that 7pm-9.30pm is time, they must indicate the half hour tidy up and set up allowance also.

2. (a) Rota  
**1 mark for each correct vertical line**  
**1 mark for each correct horizontal line** **10 marks**
- (b) (i) Wk 1 units used = 1218 units  
cost = £140.07  
Wk 2 units used = 897 units  
cost = £103.15(6)  
Wk 3 units used = 709 units  
cost = £81.53(4)  
Wk 4 units used = 678 units  
cost = £77.97 **4 marks**
- \*Must have both correct amount of units/cost for mark. No consequential error.
- (ii) Yes **1 mark**  
Consequential error. Accept no if based on part 2 (b) (i).
- Include any valid reason eg save on cost/difference in amount of units/amount of units used decreased each week/£62.10 difference from start to end of campaign.  
Allow consequential error if they give a logical reason for the campaign being unsuccessful. **1 mark**
- Total 16 marks**

- |               |                           |        |               |
|---------------|---------------------------|--------|---------------|
| <b>3. (a)</b> | Aerobics                  |        | <b>1 mark</b> |
| <b>(b)</b>    | Aerobiking                |        | <b>1 mark</b> |
| <b>(c)</b>    | Aerobiking                | £30.00 | <b>1 mark</b> |
|               | Aerobics                  | £66.00 | <b>1 mark</b> |
|               | Boxercise                 | £48.00 | <b>1 mark</b> |
|               | Football                  | £28.00 | <b>1 mark</b> |
|               | Tai Chi                   | £36.00 | <b>1 mark</b> |
| <b>(d)</b>    | £208.00                   |        | <b>1 mark</b> |
|               | Allow consequential error |        |               |
| <b>(e)</b>    | £11.55 / £11.56           |        | <b>1 mark</b> |
|               | Allow consequential error |        |               |
| <b>(f)</b>    | £42.00                    |        | <b>1 mark</b> |
|               | Allow consequential error |        |               |

**Total 10 marks**



4. (a) Name – surname necessary **1 mark**  
 Cross in box – must be a cross not a tick **1 mark**  
 Date of birth – something in every box **1 mark**  
 School, address and post code and } all for 1 mark  
 Telephone number – 01505 663522 **1 mark**  
 Class name S3 S&VS **1 mark**  
 School contact – Mrs Brown **1 mark**  
 Amount – £75 **1 mark**  
 Free gift (one box crossed) – must be a cross **1 mark**  
 Signature (ok to be over line) and Date (as per paper; '09 must be stated) **1 mark**  
 Bank use box left clear **1 mark**

**10 marks**

- (b) To – Mr Wilson (Auldtoun School) } **both for 1 mark**  
 Telephone Number 01475 – 639123 }  
 From – Own name } **both for 1 mark**  
 Telephone Number 01505 – 663522 }  
 Subject – Bank account (or similar) } **both for 1 mark**  
 Date }

Account for 11-18 year olds/school students }  
 Only £25 to open }  
 Telephone }  
 Free gift }  
 Instant access } any 5 for **1 mark each**  
 On-line access/banking }  
 Telephone banking }  
 Details of gift }

**8 marks**

**Total 18 marks**

## 2009 Social and Vocational Skills SG F/G/C

### CREDIT

1. Heading – relevant to work experience  
School name – anywhere or space for name to be filled in  
Instructions for completion – tick box, fill in – not fill in and return to school  
Name of pupil  
Name of placement/employer  
Indication pupil has seen the report ie signature of pupil  
Signature of employer  
Date **8 marks**
  
- Performance headings – eg attendance plus 4 others,  
appearance or any relevant answer  
time keeping  
ability to follow instructions  
manner/behaviour **5 marks**
- Opportunity for indication of level of performance **1 mark**
  
- EC easy to understand/useable – must have pupil name and indication of school name **2 marks**
  
- LO on 1 page/space to complete **2 marks**
  
- Total 18 marks**

**2. (a) Cost Sheet/Christmas Cards (anything suitable)**

**1 mark**

<b>Equipment and materials</b>	<b>Amount required</b>	<b>Cost</b>
Green card	300 (1 pack)	£5.99
Red card	600 (2 packs)	£11.98
Silver (glitter) paper	600 (6 packs)	£23.94
Gold (glitter) paper	300 (3 packs)	£11.97
Snowflake stickers – must say both	Packet 5000	£2.99
<u>Pictures:</u> Santa	(300) 3 packs	£12.00
	Robin	£7.50
	Snowman	£8.00
Stamp – <i>Happy Christmas</i> *	1	£5.99
<u>Gold</u> ink pad	1	£3.99
Envelopes	2 packs	£7.98
	<b>Total cost</b>	£102.33

**1 mark**

**1 mark**

**1 mark**

**1 mark**

**1 mark**

**1 mark**

**1 mark**

**1 mark**

**1 mark**

**1 mark**

**1 mark**

**1 mark\***

**13 marks**

Amount not required for the mark

£ sign not required for the mark

EC full list/all materials, £ signs

LO on one page, clearly set out

**2 marks**

**2 marks**

**4 marks**

\*Allow consequential error on total cost only

**Total 17 marks**

3. Heading – do not accept ‘parent info sheet’. Heading only, no mark if it also has ‘Dear Parent...’ since this would indicate a letter not an info sheet. **1 mark**
- Leisure experience **1 mark**
- Blanefield Arts Centre **1 mark**
- S3S&VS **1 mark**
- 3 correct dates – Sept 5<sup>th</sup>, 12<sup>th</sup>, 26<sup>th</sup> **1 mark**
- 3 named performances – Creation, School’s Out, Street Dance **1 mark**
- Time of departure for 5<sup>th</sup>, 12<sup>th</sup> (no later than 1.20pm) **1 mark**
- Time of departure for 26<sup>th</sup> (no later than 10.30 am) **1 mark**
- Time of arrival home approx 6.30pm (no earlier than 6.00pm) **1 mark**
- (Back stage) tour **1 mark**
- Transport – (school) minibus **1 mark**
- Leaving from Inverfauld School **1 mark**
- Cost £25.00 **1 mark**

#### **Additional Information**

Any 3 relevant points:

eg (backstage tour led by) experienced guides, Inverfauld Arts Festival centenary year, money for lunch/bring packed lunch on 26<sup>th</sup> etc pocket money, council subsidy etc

**3 marks**

LO on 1 page/information sheet (not a letter)

**2 marks**

EC must be future/must be logical, clear

**2 marks**

Street dance – tour Sat 26th

**Total 20 marks**

- 4. (a) Publicity**  
**Essential information eg must have:**
- |  |               |
|--|---------------|
| *Where the event is taking place                     | <b>1 mark</b> |
| *When the event is taking place <u>date and time</u> | <b>1 mark</b> |
| *Cost per person/who is arranging it                 | <b>1 mark</b> |
| *Coffee morning – nature of event                    | <b>1 mark</b> |
| *In aid of Macmillan Nurses                          | <b>1 mark</b> |
- \* Must have **5 marks**
- (b) Cheque eg**
- |  |               |
|--|---------------|
| Payable to Macmillan Nurses/who is it payable to | <b>1 mark</b> |
| Amount in words                                  | <b>1 mark</b> |
| Amount in figures                                | <b>1 mark</b> |
| Sign   | <b>1 mark</b> |
| Date   | <b>1 mark</b> |
- or Don't overwrite, no tippex, initial changes – only give as one additional mark instead of something else **5 marks**
- LO on one page, in two parts **2 marks**  
 Heading **1 mark**  
 EC logical, clear **2 marks**  
 If a completed cheque is given with no instructions then give no marks.
- Total 15 marks**

[END OF MARKING INSTRUCTIONS]