**Functional Skills English | Entry 1 | Writing Question**

You like your school / college.

Write a note to ask your friend to visit you.

Write in sentences to tell your friend:

* what day and time you want them to visit
* where the school / college is
* what to two things to bring
* why you like your school / college

Use **capital letters** and **full stops** where you need to.



(10 marks)

**Mark Scheme**

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| **Target** | **SPaG criteria** | **Mark** |
| E1.11 | **Marks** | **Descriptor** | 2 |
| 2 | Two or more sentences with the correct use of a capital letter at the start and full stop at the end. |
| 1 | One sentence with the correct use of a capital letter at the start and full stop at the end. |
| 0 | No sentences with correct use of capital letter and a full stop at the end. |
| E1.13 | Award 1 mark for correct use of lower case letters. Allow one error. | 1 |
| E1.15 | Award 1 mark for correct spelling. Allow two errors if at least one sentence has been written. | 1 |
| **Target** | **Composition Criteria** | **Mark** |
| E1.16 | Award 1 mark each for stating:* What day to meet
* What time to meet
* Where the school / college is
* one thing to bring
* A second thing to bring
* Why they like their school / college

For E1.16, marks should be awarded if the information has been communicated in a way that can be understood. Errors that do not detract from this should not be penalised. | 6 |
| Total for question | 10 |