

The Examination

There are **two** texts. Read each text carefully and answer all of the questions.

Text A

You receive the following document from Highfield Council:

The Occupier
29 Main Street
Highfield
HA43 9TY

9 July

Dear Sir/Madam,

Re: Notification of Roadworks on Main Street, Highfield.

As part of our continued commitment to improve road conditions in your area, Highfield Council is going to resurface Main Street in Highfield. This work will begin on the 9th of August and will be completed in 2 weeks.

We will be using heavy machinery to carry out the work, so there will unfortunately be long periods of noise and dust caused by the digging. Keep all windows and doors closed during the work to limit disruption.

Temporary traffic lights will be in place on Main Street for the duration of the resurfacing work to ease congestion. However, delays should be expected. Therefore, you may wish to consider using an alternative route or the park-and-ride service when travelling to and from the town centre. Residents of Main Street can use the park-and-ride service at a reduced cost. You must present evidence of your address when buying a ticket.

Local businesses will be unaffected by the roadworks and will remain open as usual.

We are sorry for any inconvenience caused by these necessary repairs. Feel free to contact us on 02345 678 910 if you have any queries.

Yours faithfully,

Dee Rose



Highfield Council
Highfield House
Highfield
HA45 6JK

1

The **main** purpose of Text A is to:

Tick (✓) one box

(1 mark)

A	describe how roadworks work	
B	explain how residents may be affected	
C	persuade residents that roadworks are needed	
D	instruct workers to begin resurfacing	

2

Look at the introduction in Text A.

Which textual feature is used to emphasise the subject of the letter?

Tick (✓) one box

(1 mark)

A	Underlining	
B	Italics	
C	Bold text	
D	Different font sizes	

3

Look at the third paragraph in Text A.

According to the writer, the council plans to remove congestion by:

Tick (✓) one box

(1 mark)

A	keeping local businesses open	
B	using temporary traffic lights	
C	resurfacing the road	
D	using heavy machinery	

4

Look at the third paragraph in Text A.

Who can use the park-and-ride service at a reduced cost?

Tick (✓) one box

(1 mark)

A	People living on Main Street	
B	Council employees	
C	Dee Rose	
D	Businesses on Main Street	

5

Look at the final paragraph in Text A.

The council states that they are 'sorry for any inconvenience caused by these necessary repairs'.

What does the writer mean by 'necessary repairs'?

(1 mark)

6

Look at the third paragraph in Text A.

Identify **one** thing residents could do to avoid delays.

(1 mark)

7

Identify whether the following statements in Text A are **explanatory** or **instructive**.

(2 marks)

There will unfortunately be long periods of noise: _____

You must present evidence of your address: _____

Text B

You see the following advertisement in the local newspaper:

National Apprenticeship Week 20 – 27 August

National Apprenticeship Week is upon us and there has never been a better time to take control of your future.

Aged 16 and over? Could an apprenticeship be for you?

Why an Apprenticeship?

Apprenticeship programmes have benefits for both apprentices and their employers.

As an apprentice you will:

- gain formal qualifications
- learn job-specific skills
- work alongside experienced staff
- earn a salary
- receive holiday pay



Apprentices are paid a salary by their employer and the cost of training is covered. You will therefore be earning as you are learning, with the **added bonus** of no tuition fees, no student loans and hopefully no debt! Most of your training will be completed at your place of work, giving you the chance to put new skills immediately into practice and gain confidence in a working environment.

The apprenticeship programme is continually growing. Higher level apprenticeships are available so why not aim to gain a nationally recognised qualification at level 4 or above (the equivalent to a higher education diploma or a foundation degree)?

Employers value apprenticeships as a way of helping their workforce to develop their skills and progress their careers. Employers see apprenticeships as a good way to provide training in their workplace rather than at college, helping to ensure that the specific needs of their business are met. Funding may also be available to employers that train 16 to 24-year-old apprentices.

It's clear that now is a good time to sign up for an apprenticeship programme!

Apprenticeship Opportunities

Apprenticeships are currently available in many industries including:

- business and administration
- catering
- health and social care
- retail

Kick-start your career!

Call into your local job centre
for more information.

Important Information about Roadworks

The job centre on Main Street has limited access due to roadworks, with heavy machinery present on site. Temporary traffic lights are being used to minimise disruption but caution is advised if attending on foot or if parking in the area. As an alternative, please visit one of our other branches on Townhead Road or Northern Street.

8

According to Text B, apprentices get 'the added bonus of no tuition fees, no student loans and hopefully no debt'.

What does the term 'added bonus' mean?

Tick (✓) one box

(1 mark)

A	An extra skill	
B	A benefit	
C	A disadvantage	
D	An extra payment	

9

In Text B, which organisational feature is used to show the benefits of an apprenticeship?

Tick (✓) one box

(1 mark)

A	Paragraphs	
B	Subheadings	
C	Heading	
D	Bullet points	

10

Look at Text B.

Which of the following statements is **incorrect**?

Tick (✓) one box

(1 mark)

A	Apprentices earn a salary	
B	Job centres have more details	
C	National Apprenticeship Week is in the summer	
D	Apprenticeships are only available to teenagers	

11

According to Text B, most of the learning takes place:

Tick (✓) one box

(1 mark)

A	at the job centre	
B	at university	
C	in the workplace	
D	at college	

12

What does the image in Text B suggest about how the apprentices are feeling about their course?

(1 mark)

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13

Using Text B, identify **three** facts that may help employers value apprenticeships.

(3 marks)

Fact 1: _____ _____
Fact 2: _____ _____
Fact 3: _____ _____

14

Why has the writer of Text B used an exclamation mark in 'Kick-start your career!'?

Give **one** other example from the text to support your answer.

(2 marks)

Reason: _____ _____
Other example: _____ _____

15

Compare Text A and Text B.

Identify **two** similarities or differences **about roadworks**.

(2 marks)

Comparison 1: _____

Comparison 2: _____

END OF ASSESSMENT

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For official use only:

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	TOTAL
Mark(s) available	1	1	1	1	1	1	2	1	1	1	1	1	3	2	2	20
Marker																
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Marker:	
Date:	

2 nd line marker:	
Date:	



Level 1

Reading

Highfield Qualifications

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We listen and respond