**Level 1 Functional Skills English – Writing**

You are reading the local paper and see this piece from the local Council.

You read it and decide to respond with some sensible suggestions.

**22 marks**

**We need your ideas. Most local people will know that the old bus station has been closed for the last 12 months. We have finally managed to get some funding to redevelop the area and want your ideas.**

**Send an email to stationdevelopment@gov.uk**

**Tell us:**

• **What you think it should be and why**

**e.g. – skate park, picnic area, playground, arts centre, shops, car park.**

• **How it will benefit all the community.**

• **Who would use it?**

• **Should people be charged for its use?**

• **Would it create jobs?**

**You will be assessed on:**

• writing clearly and coherently, including an appropriate level of detail

• presenting information in a logical sequence

• using language, format and structure suitable for purpose and audience

• using correct grammar, including correct use of tense

• ensuring written work includes generally accurate punctuation and spelling and that meaning is clear.