

Level 1 Functional Skills writing – practice question
Covid vaccination email with example answer

Name _____ Date _____



Write an email to your friend advising them to have the Covid 19 Vaccine.

You should include:

- Why you think that they should get vaccinated
- Explain why
- Explain that you understand their viewpoint and say why
- Give examples of data to back up your answer

Write approximately 200-250 words.

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Name _____ Date _____



To: peter1@gmail.com

Cc: Add the email address of anyone you think should receive a copy of the email

From: diego@yahoo.com

Subject: Covid vaccination.

Dear Peter

Please get vaccinated!

I know that you have your reasons for not getting vaccinated but honestly, I cannot agree with you. The fact that your cousin had a bad reaction does not mean that you will. It was probably a reaction to her other conditions, rather than being caused by the vaccine itself. Think how ill you might be if you catch the Covid! The vaccination reduces the risk of needing hospital treatment.

It really worries me when you come round because, as you know, my granny is very vulnerable because she is so old. My mother has not forbidden you from meeting up with me, but I know she is concerned about the risk. Anyone can be carrying the virus and not have symptoms or know that they have got it.

With the new Omicron variant, the vaccine reduces the risk of hospitalisation by 50 per cent and the need for a Ventilator by 20 per cent. This reduced hospital intake is helping the hospital staff and the hospital system to cope. Without this amazing vaccine the hospitals would be swamped and the hospital corridors full of very sick people who are unable to get space in Intensive care wards. Look at what has happened in India for example! I could come with you to the Vaccination centre in town and mum has offered to give you a lift.

Anyway, have a good week. Hoping we can make that trip to the Centre and maybe get a Take-away afterwards.

Stay safe,

Diego

(244 words)