



## NCFE Entry Level 3 Functional Skills Qualification in English (603/5052/0): Reading

Paper number: **Sample Assessment Material**

Time allowed: **40 minutes**

Maximum mark: 16

**Note for assessors: read the information below to all learners**

### **Learner information**

- Use black or blue ink.
- Answer **all** questions.
- You do not need to write in full sentences.

**Do not turn over until the assessor tells you to do so.**

**Please complete the details below clearly and in BLOCK CAPITALS.**

Learner name \_\_\_\_\_

Centre name \_\_\_\_\_

Date \_\_\_\_\_

Learner number

Centre number

## Section 1: Reading

This section has a possible **8 marks**.

You should spend **20 minutes** on this section.

### Read the text.

|                 |               |
|-----------------|---------------|
| <b>To:</b>      | All staff     |
| <b>From:</b>    | Manager       |
| <b>Subject:</b> | Dirty kitchen |

Good morning team,

I want to share some concerns about our work kitchen. We all appreciate a clean space to prepare food and drinks. However, it's also our job to keep it clean.

This morning the cleaners complained about the kitchen. This isn't the first time: it's actually the third complaint they have made! They say the kitchen is frequently left in a mess. It is always difficult to clean, and they have had enough. They brought up a few different issues for us to address. Here are the main ones:

- dirty dishes left in the sink
- water spilled on the floor, increasing the risk of slips and falls
- bin overflowing.

The cleaners found various old food items in the fridge. Milk had also been left to go sour in half-empty cartons. They threw these away and gave the kitchen a thorough clean. To keep it that way, I'm putting the following measures in place:

1. New signs will remind people to tidy up.
2. I will carry out regular checks (every four hours).
3. Anyone who leaves a mess must clean it up in their own time.

Thank you for your understanding. Let's have a kitchen we can be especially proud of.

Best wishes,  
Amelia Santos (Manager)

1 What is the **main** purpose of this text? [1 mark]

- A To describe the untidy kitchen
- B To explain how to clean the kitchen
- C To persuade people to work harder
- D To tell staff to keep the kitchen clean

Answer \_\_\_\_\_

2 Answer **both** questions below.

(a) How many times did the cleaners complain? [1 mark]

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(b) Give **one** example of mess the cleaners often see in the kitchen. [1 mark]

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3 Amelia says she will put 'measures' in place. What does she mean by 'measures'?

You should use a dictionary to answer the question.

[1 mark]

- A Actions
- B Support
- C Small equal parts
- D Units of size

Answer \_\_\_\_\_

4

What did the cleaners remove from the fridge?

[2 marks]

1. \_\_\_\_\_

2. \_\_\_\_\_

5

The text suggests that an untidy kitchen could cause an accident. Which **one** of the following is mentioned in the text?

[1 mark]

**A** A bang on the head

**B** A cut on a finger

**C** A fall from a height

**D** A slip on the floor

Answer \_\_\_\_\_

6

How often will Amelia check the kitchen to make sure it is clean?

[1 mark]

\_\_\_\_\_  
\_\_\_\_\_

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**Please turn over for the next question.**

## Section 2: Reading

This section has a possible **8 marks**.

You should spend **20 minutes** on this section.

**Read the text.**

### Kitchen gadgets

*By Oscar de Silva*



I am a big fan of kitchen tools (I call them gadgets). Whether you're a beginner or an expert, gadgets make cooking easier and more fun too.

Gadgets like graters and peelers definitely make a big difference. Although they are plain and simple to use, these gadgets are essential. They must be sharp, though. Peeling potatoes with a blunt peeler is not a nice experience! Remember to take particular care when using sharp tools.

For some recipes, I use special gadgets. These can also save time. For example, a blender mixes ingredients in seconds. I use mine to make smoothies, soups and sauces. If you love making desserts, a hand mixer really speeds things up and helps you achieve fluffy cakes in a few minutes.

I recently bought an air fryer. These are popular right now. It was expensive but I use it a lot. My chips come out lovely and crispy. I use it to bake scones too. It heats up much faster than my electric oven, so I should save money on energy bills in the long term.

#### **Oscar's top tip for choosing kitchen tools**

Buy **only** what you need:  
choose tools you will use often.

If I had to choose one tool or gadget as my personal favourite, it would be my cook's knife. I've had it for years. It used to be my grandmother's!

Happy cooking folks!

Oscar 😊

**7** Answer **both** questions below.

(a) Identify **one** simple gadget Oscar mentions.

[1 mark]

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(b) Which gadget does Oscar use to make soup?

[1 mark]

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**8** Oscar says that some kitchen tools are 'essential'. What does the word '**essential**' mean?

You should use a dictionary to answer this question.

[1 mark]

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**9** Which kitchen tool does Oscar like the most?

[1 mark]

**A** Blender

**B** Grater

**C** Knife

**D** Mixer

Answer \_\_\_\_\_

**10** How can Oscar's air fryer help save him money? **[1 mark]**

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**11** What is Oscar's tip for buying gadgets? **[1 mark]**

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**12** In the second paragraph, Oscar talks about a 'blunt' vegetable peeler.  
What does the word 'blunt' mean in this context?  
You should use a dictionary to answer the question. **[1 mark]**

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**13** What is the **main** purpose of Oscar's article? **[1 mark]**

- A** To advise readers about kitchen safety
- B** To explain how readers should use kitchen tools
- C** To inform readers about kitchen tools
- D** To persuade readers to buy kitchen tools

Answer \_\_\_\_\_

**[Total: 16 marks]**

**This is the end of the internal assessment.**

| To be completed<br>by the assessor | Mark |
|------------------------------------|------|
| Section 1                          | / 8  |
| Section 2                          | / 8  |
| TOTAL MARK                         | / 16 |