English Reading Level 2 Mark Scheme
Set 1

Task 1				
[Q]	**Process**	**Marks Awarded**	**Answer**	**Mark**
1	Award one mark for each main reason why the text was written, to a maximum of two. The answer must contain the central topic of the text.	(2)	The two key purposes of the guide are (1) to explain how organisations may benefit from having volunteers (*or* to promote volunteering and the use of volunteers) and (2) to provide information/advice on how to manage volunteers effectively. Accept reasonable answers, based on the text, that identify these two main purposes. For example: • To inform the reader about the benefits of having volunteers in community organisations. • To explain to readers the goal of volunteering. • To provide information about the importance of volunteering. • To explain how organisations should manage and motivate volunteers. • To provide organisations with helpful advice about volunteer managing processes. Award one mark for each distinct purpose.	L2R3
2	Award one mark for each correct answer (to a maximum of three).	(3)	Award a mark for each valid answer from the text, up to a maximum of three, for example: • to make a positive contribution to society/community	L2R1 L2R5

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			• to gain the skills needed to pursue a career • to improve their CV Responses not referenced to the text will not be credited.	
3	Award one mark for each correct answer (to a maximum of two). To gain two marks the answer must identify two distinct examples of how volunteers' might benefit community organisations.	(2)	Accept any reasonable answer based on the text, for example: • Volunteers can provide the organisation with new ideas and information that regular employees might not have the time to acquire. • Volunteers bring with them the knowledge they have gain through their involvement in other projects and/or other networks. Responses made without specific reference to the text will not be credited. One mark is allocated for identifying that volunteers bring the information, knowledge, insight and skills that regular staff might not have (and may take years to acquire); the second mark for identifying that volunteers can bring insights, relationships, connections, and knowledge or skills, which they have established through involvement in other formal and informal networks.	L2R5
4	Award the first mark for a reasonable opinion-based explanation AND Award a second mark for relevant evidence to support the view.	(2)	Accept any valid responses based upon the text. The first mark is awarded for a reasoned opinion, which can be positive or negative. For example, The guide provides helpful advice and information about how community organisation benefit from the work of volunteers as well as detailed advice and guidance for organisations on how to effectively manage and motivate their volunteers.	EL2R4 EL2R5

			Valid answers may content such as:
			    • the text clearly explains what organisations can gain from employing volunteers
			    • it suggests that despite the many circumstances that need to be considered when managing volunteers, it is likely that they will only need brief one-to-one sessions to ensure they're delivering effectively
			    • it identifies simple ways that organisations can keep their volunteers motivated which don't seem difficult/burdensome given the advantages they bring.
			
			'Yes' or 'No' answers will not attract marks. To gain both marks the answer needs to demonstrate clear understanding of the text and support their views with valid, text-based reasons provided.	

	Total marks available	9		

Task 2

[Q]	Process	Marks Awarded	Answer	Mark
5	Award a mark for correctly identifying one appropriate characteristic	(2)	To award the mark, the response must identify one of the characteristics which the text suggests reflects ethical practice. The response could select freely from the numbered points, including where the point is less explicit about the ethical dimension but must be able to confirm how it reflects ethical practice. It cannot be an unsubstantiated entry with a tenuous or unclear link to ethics. Example of correct answer might include: • Partnership activities are very important, so that activities are not imposed, are collaborative and are based on consultation to ensure they are of lasting value. • A responsible/ethical placement will include clear roles in a well-structured timeframe for both the volunteers and the people who are the target audience. An ethical approach ensures that volunteers and hosts are not being exploited. • Ethical volunteering placements will set clear timescales to help maintain sustainable benefits for each project.	L2R4
6	Award one mark for each correct answer, to a maximum of two.	(2)	Accept correct answers that identify the type of information a good volunteer programme should provide to its potential volunteers, for example: • They should be able to tell you exactly how many hours a day you will be working; how many days a week you will be working; and what type of work you will be doing. Accept other valid examples from the text.	L2R1

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| 7 | Award one mark for each correct answer (to a maximum of two). | (2) | Accept any reasonable answer based on the text, which identify sections relating to benefit or impact on the community, for example:

Make sure that the organisation has ethical and eco policies, so that you are sure they have a long-term commitment to the community and the outcomes of the project.

The project must have clear timeframes so that it doesn't become problematic and disruptive, such as introducing an English teaching assistant for only two months without considering longer term benefits.

Do not accept any piece of advice, unrelated to benefit or impact locally. For example, the precise contact details may be important but they are not directly related to the benefit delivered to the community.

Answers might make reference to more specific pieces of advice such as:

• People should find out if someone from a local organisation is involved with the daily management of the volunteering project.
• People should also investigate what type of consultation went into building the project so that they know that it is necessary/desirable or a priority for the local community. | <mark>L2R2</mark>
<mark>L2R5</mark> |
| 8 | Award first mark for a reasonable explanation.

Award second mark for supporting evidence from the text. | (2) | Award one mark for any reasonable answers which communicate the following point:

That by providing a clear timeframe, the organisation is proving it is committed to its projects and their outcomes.

Projects need to be well planned, with the local community consulted, and clear objectives and timeframes set so | <mark>EL2R5</mark> |

			that their value/usefulness/success can be demonstrated. Award the second mark for valid evidence provided to support the answer. This might be incorporated into the first point. Example of correct answers might include: - A clear time frame of the projects because it proves they are organised and committed to the placement, and isn't disruptive or unable to sustain the benefit. - Because without a clear time frame the project might not be able to fully provide a sustained benefit or assistance to the host organisation or local community. - It may be very disruptive for a class, school or orphanage to have staff keep changing or leaving.	
9	Award one mark for explaining why the chosen piece of advice might be the most important and/or helpful. Award the second mark for references/evidence from the text supporting this view	(2)	Award the first mark for valid/reasoned outline of the piece of advice (from the seven presented) Award the second mark where valid evidence is provided to support the reason. For example, it is most important to find out if the organisation is being clear about how the money provided is going to be spent. This is important because organisations can charge a lot of money without being clear about how it is used/whether it is being spent appropriately to benefit the actual projects and local community. It is important to consider how money is spent to judge the overall value of the project. Candidates can reflect general points and/or include specific such as: the importance of asking the	EL2R2 EL2R3

			organisation to give you a clear figure and not a percentage. the fact that unskilled labour is not in short supply and these programmes are usually in need of actual funds.	
	Total marks available	10		

Task 3

[Q]	Process	Marks Awarded	Answer	Mark
10	Award one mark for correctly stating what the programme does	(1)	Accept any valid explanation or statement of the main purpose/function of the CAPS programme, for example: the CAPS programme is designed to place native English speakers (as Conversation Assistants) in Spanish schools. The response must communicate as a minimum the placing of English speaking volunteers in Spanish schools (either as Conversation Assistants or to improve communication in English.	L2R3
11	Award one mark for a correct answer (to a maximum of two).	(2)	Accept valid answers which present specific practical details about the CA role, for example: • The main purpose/objective of the role is for the CA to provide motivating conversation practice in English/to increase exposure to English and improve their English through this practice • The CA is placed in a Spanish school to assist students, ranging from the ages of 3 to 16. • From Monday to Friday the CA is required to complete 25 hours of classroom work per week. Accept valid alternatives from the text.	EL2R2
12	Award the first mark for a valid explanation of what is meant by "accessible". AND	(3)	Award the first mark for a valid explanation of what is meant by the programme being "accessible", for example: • by accessible the writer means	EL2R4

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			that the CAPS programme is honest and transparent and limits restrictions that similar programmes may impose. Award the second mark and third mark for examples of "accessibility" in the text: • the writer highlights examples of accessibility/non-restrictive aspects in each yellow ticked paragraph • the programme is honest and transparent with no joining or administration fees • only require a CRB check after accepting a position • 100% committed to/provide as much support and guidance as possible from start to finish of experience • clear expectations about hosting arrangements/families and need for mutual respect • clear philosophy of openness and honesty throughout placements.	
	Award a second and a third mark for each examples or feature used to support this perspective.			
13	To gain the three marks the answer must: First mark: provide a reasoned opinion on whether the text is persuasive; Second mark: must provide more than one reason to support this view; Third mark: must include an examples/evidence to support the view	(3)	Accept any reasonable answer referenced to the text, for example: The brochure is very persuasive because it uses a lot of positive language about the organisation's values (1), the motivating nature of the role, and the benefits the programme offers to both volunteers and the students in the schools (2). These positive messages are supported are backed up by detailed examples such as improving your own language skills and economic advantages of living with a host family (3). Persuasive content might include: • it gives lots of information about how the programme is designed to support the CA, and keeps reinforcing the potential benefits • it tells you exactly what is a	EL2R3 EL2R4 EL2R5

			Conversation Assistant is meant to do and includes practical information about the level of commitment • By presenting only positives and benefits with no negatives or suggestion of challenges, it makes it sound entirely hassle free and easy Responses can be credited for references to textual and presentational features. Responses may be negative, stating why the information sheet is not persuasive, but reasons and examples taken from the text must be provided for the range of marks. 'Yes' or 'No' answers do not attract any marks.	
14	Award one mark for clear reasoning why it is most effective. Award a second mark for relevant (comparative) evidence (e.g from more than one text) to support the opinion.	(2)	Award the first mark for a valid reasoning/explanation supporting the choice. Award the second mark for providing examples/evidence from more than one of the texts to support the choice. For example: I think that Text 2 is the most effective and will influence readers the most because it clearly describes how to choose an ethical volunteering programme. It uses a question and answer format which persuades the reader that it has the answers. The other texts are less convincing as they just make a set of claims about benefits but don't address potential issues or problems. Supporting evidence might include examples such as: • Using a question and answer format, which interest the reader and make it sound like all of questions have been thought about and answered. • Highly persuasive language (with specific examples provided)	EL2R1

			• Using effective images to support the detail in the text • Using different sizes and eye-catching fonts	
	Total marks available	11		

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