

ESOL Skills for Life (4692) Entry 1 Sample Assignment

Health and Safety

Candidate's Paper

Reading to obtain information

Candidate's name:

City & Guilds enrolment number:

Date of registration:

Date assessment started:

Date assessment completed:

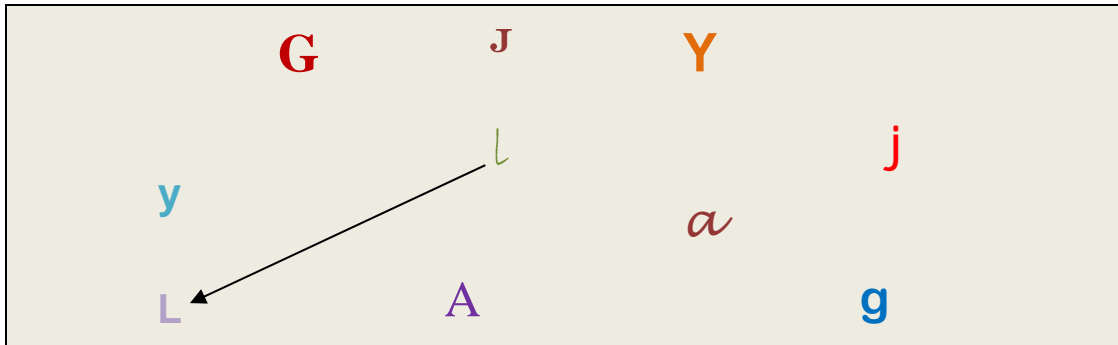
Summary of achievement:

Reading _____

Activity 1

You have up to 15 minutes to do this activity.

1. Match the letters.
(Look at the example).



2. Match the signs and symbols to the words.

	Emergency Exit
	No mobile phones
	Wet floor
	Fire Extinguisher

Activity 2

You have up to 15 minutes to do this activity.

Read the text.



Workplace Training Ltd



Important Notice
Health and Safety Training

Come to the canteen
on
Tuesday at 3pm
or
Wednesday at 10am

All new employees must attend on one of these days.

Learn about

- fire safety
- lifting and carrying
- trips and slips.

Meet your health and safety manager.

Collect your health and safety pack.

Contact Mary Dawson to book a place on ☎ 01246 345678.

Finish these sentences:

1. The information is about _____.

2. The training is in the _____.

3. The training is on Tuesday or _____.

4. The number to call is _____.

5. Mary Dawson is

the health and safety manager

the person to contact

a new employee.

6. This text is a

form

letter

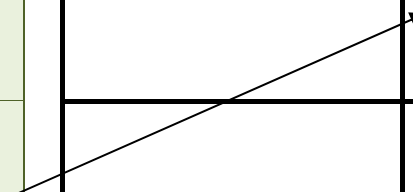
poster.

Activity 3

You have up to 15 minutes to do this activity.

Match the words with the spaces on the form.
(Look at the example)

Workplace Training Ltd	
Registration form	
Postcode	<i>James</i>
Phone number	<i>Choudrey</i>
Family name	<i>127 Peters Road, Wakefield</i>
First name	<i>WF6 7NJ</i>
Address	<i>choudrey@topmail.com</i>
Email address	<i>01424 526 3123</i>



Activity 4

You have up to 15 minutes to do this activity.

Read the text.

Hand Hygiene



**Good hand washing helps stop disease and illness.
Staff sickness costs employers a lot of money every year.**

How to wash your hands:

- 1) Wet hands with water.**
- 2) Use plenty of soap.**
- 3) Wash hands, fingers and nails carefully.**
- 4) Rinse hands well with warm water.**
- 5) Dry hands with a clean towel or hand dryer.**

**It takes 15 seconds to wash your hands properly.
Remember: germs can stay alive on hands for up to 3 hours.**

Answer the questions.

1. What is the document about?

2. Give **two** reasons why you need to wash your hands.

1. _____

2. _____

3. Give **two** ways to dry your hands.

1. _____

2. _____

4. How long can germs live on hands?

5. What is the text?

- A letter.
- A notice.
- An advert.

Check all your work. (You have up to 15 minutes to do this.)

Give all your work to your tutor.

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