Who can take part?

Learning Notes

First, match a person's circumstances to all the conditions in a short text.

Unit 1 / Ken's two checks

Requirement	Evidence
Aged 12–14	13: meets it
Signed form	Unsigned: fails it

Your learning route

01 Checking who is eligible p. 1
Test the age rule ·Test the paperwork

02 Linking a cause to its result p. 2
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Answer the request ·Ask only what is missing

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Name _____ Class _____

Date _____

01 Checking who is eligible

Learning goal Match a person's circumstances to all the conditions in a short text.

Key idea

Separate the requirements with a slash. Check each one against the person's details. A person who meets the age condition may still miss a booking deadline. Explain which condition decides the outcome.

Worked example

The film workshop takes ages 12–14. You must also bring a signed form. Ken is 13 and brings an unsigned form. Can he take part today? Explain.

1 **Test the age rule** The range 12 to 14 includes 12, 13 and 14. Ken passes this check at 13.

2 **Test the paperwork** A signed form is a separate requirement. Ken has paper, but no signature. A single failed requirement settles today's decision.

Worked answer No. His age fits, but an unsigned form does not meet the signed-form requirement.

Ken's two checks

Requirement	Evidence
Aged 12–14	13: meets it
Signed form	Unsigned: fails it

Common mistake "He has a form, so he can join."

Check your thinking Signed describes the required form. Carry that word into your explanation.

Unit 1 • Guided practice

The pool opens to club members after 6 pm. Visitors may enter earlier with a member. Jo is a visitor with a member at 5:30. Can Jo enter? Explain.

Hint Draw a tick or cross beside each requirement before writing your answer.

02 Linking a cause to its result

Learning goal Choose because or so and place the cause and effect on the correct sides.

Key idea

Ask which event explains the other. Because introduces the reason; so introduces the result. Use only one of them to link a pair of independent clauses in this exercise. Changing the link without moving the clauses reverses the meaning.

Worked example

The projector failed. We used the board. Join the facts in one sentence with because.

1 **Trace the cause** Imagine the projector had worked. Would the change to the board still need explaining? The failure triggered the switch.

2 **Put because by the reason** The board is the response. Say what we did, then let because introduce the failed projector.

Worked answer We used the board because the projector failed. Starting with the response leaves the failure as its explanation.

Common mistake "The projector failed because we used the board."

Check your thinking That turns the response into the cause. Test which event made the other necessary.

Unit 2 • Guided practice

Our tent leaked. We moved into the hall. Link the facts using so.

Hint Try saying This happened as a result before the effect.

03 Replying to a school email

Learning goal Give a decision, a relevant reason and a polite follow-up question.

Key idea

Read the sender's request before drafting. Put your decision early, give the reason specified and ask for the missing practical detail. Match the greeting and tone to the adult reader. A polite opening does not make up for an unanswered request.

Worked example

Ms Li asks if you can help at Saturday's book fair. Accept, say you have sold books before and ask what time to arrive. Write a short reply.

1 **Answer the request** Ms Li needs to know whether you can help and what relevant experience you have. Selling books before is a useful, specific detail.
2 **Ask only what is missing** Saturday and the event are known. Ask for an arrival time in a polite question and sign your name.

Worked answer Dear Ms Li, I would be happy to help at the book fair. I have sold books at our class stall before. Could you tell me when to arrive? Best wishes, Alex. The question asks for exactly the missing detail.

Common mistake "Could you tell me when should I arrive?"

Check your thinking After Could you tell me, use statement order: when I should arrive. You can also say when to arrive.

Unit 3 • Guided practice

Mr Ko needs a guide on Monday. Decline because of band practice and ask whether he needs a guide on Tuesday.

Hint Check the three jobs: decision, reason, missing information.

Apply what you learned

Unit 1 • New context

A tour is open to ages 11–13 with a permission slip. Jo is 13 and has the slip; Ned is 14 with a slip. Who may join? Explain.

Unit 2 • New context

The microphone broke. The speaker moved closer. Join the facts with because, keeping the cause clear.

Unit 3 • New context

Mr Lau asks if you can guide visitors on Friday. Accept, mention a school tour you led, and ask where to meet.

Unit quiz

Instructions Work independently. Show your thinking, then hand your work to your teacher or parent.

Task 1

A repair class takes pupils aged 13 or above who have booked by Friday. Lam is 14 and books on Saturday. May he attend under these rules? Explain.

Task 2

Heavy rain flooded the pitch. The match moved indoors. Join with because.

Task 3

A librarian asks you to sort magazines on Thursday. Accept, mention your free afternoon and ask where to meet.

Check your practice

Unit 1 Checking who is eligible

Guided practice Yes. Before 6 pm a visitor accompanied by a member may enter.

Application Jo meets both conditions. Ned has the slip but is outside the age range.

Unit 2 Linking a cause to its result

Guided practice Our tent leaked, so we moved into the hall. The move is the result.

Application The speaker moved closer because the microphone broke.

Unit 3 Replying to a school email

Guided practice Dear Mr Ko, thank you for asking. I cannot guide on Monday because I have band practice. Would you like me to help on Tuesday instead?

Application Dear Mr Lau, I would be happy to help on Friday. I led a school tour last term. Could you tell me where to meet? Best wishes, Jamie.

Revisit a task Choose one task. Copy a clue or rewrite one part of your answer.