

Functional Skills and Covid – 19

During these unique times, we continue to offer online learning support for Functional Skills. If you need to complete your Functional Skills as part of your SBPA, please contact Paul.barber@serco.com. Paul is our Functional Skills Tutor and will provide the support you need in order to complete either or both maths and English. (Cohort 3 learners are supported by Aimmen Ratyal who is also a Functional Skills Tutor).



We use the industry-leading **Skills Forward** package, providing online learning materials which assess and chart your Functional Skills development. If you no longer have your login details for the system, just contact Paul. The system is still fully operational during lockdown, so please take the opportunity to progress your learning whenever you can.



We also offer a series of webinars covering the key topics of the English and maths qualifications. If you have been unable to attend these so far, again contact your Functional Skills Tutor, Paul who will send you the recordings and follow-up activities. And of course, we're still offering 1-to-1 support via email, video call and phone, to get you prepared for your Functional Skills tests.



Testing while under lockdown

The Government's qualifications and assessments regulator (Ofqual) recently announced approval of alternative arrangements for testing of Functional Skills during lockdown. This includes testing at home, or using 'calculated grades' based on a learner's development so far, their practice test scores, etc. City & Guilds (our awarding body) has agreed that we can put forward all students who would have sat their maths and/or English tests between March – July 2020 for a calculated grade. In order to do this we need to be able to provide evidence of your learning in the relevant subject

area and at least one successfully completed practice test. If you would like to know more about how you could be put forward for a calculated grade then please contact Paul Barber.

If you are able to safely access your workplace, City & Guilds have agreed that you can sit your tests with your employer invigilating. If you would like to take up this opportunity, please contact Paul via his email address.

Before you sit your test in maths and/or English you must successfully complete at least one practice test in each test area – maths, English writing and English reading. Paul will mark these tests and give you feedback. The practice tests will be particularly important if there is an option for us to use the calculated grade option, so please continue to work through your Skills Forward learning, complete any practice tests set and, most importantly, stay in contact with Paul (or Aimmen if you are in cohort 3).