

## Adult Functional Skills English

### Course Overview

We offer a range of English courses for you to improve your skills and confidence in reading, writing and spoken communication as well as the opportunity to gain a nationally recognised qualification in functional skills. You can work at all levels, from Entry to level 2, and our classes are offered at Abbey Park's Campus, Freeman's Park Campus and City Skills Centre. You will attend one class a week, in the morning 9.30-11.45am, afternoon 12.30-2.45pm or evening 6.15-8.30pm. We also offer a range of short courses, which include an 11 week course for 1 day a week. You will learn in a supportive environment, with experienced teachers. Our English courses are suitable for people who want to increase their confidence, improve their chances at work or to get a job, and to help their children.

### What you will learn

Functional Skills English is made up of 3 units: Speaking and listening Reading Writing At Entry Level you will develop and become more confident at: taking part in 1:1 conversations and group discussions; reading and writing different kinds of texts; and improving your spelling, punctuation and grammar. At Levels 1 and 2 you will develop and become confident in discussion and presentation skills; reading and writing a wide variety of texts; and using accurate punctuation, grammar and spelling.

### Entry Requirements

Our classes are for adults, and you must be 19 or above on 31st August 2024. There are no formal entry requirements. When you apply, you will be invited to attend an assessment session. One of our tutors will talk to you, and you will complete an assessment in order to find out your level and identify the most appropriate class for you. We do ask that you want to improve your English skills and have a willingness to attend every session, work independently and achieve the qualification within the agreed timescales. Our classes are free to most learners who do not already have an English level 2 functional skills qualification or English GCSE A\*-C (grade 4). We will confirm this with you before you start.

### How you will be assessed

At entry level you will complete 2 tasks each for reading and writing. You will also be observed taking part in a conversation with one other person and having a discussion in a small group to be assessed for your speaking and listening assessment. All assessment tasks for entry level take place in the class. At level 1 you will do one exam for reading and one exam for writing. The speaking and listening unit will be assessed through an exchange with one other person and you will be observed having a discussion. At level 2 you will do one exam for reading and one exam for writing. For the speaking and listening unit, you will be observed having a discussion and you will complete a presentation.

### Course Progression

Successful achievement on the course will allow you to progress onto a higher level of functional skills or apply for GCSE English. This qualification will also help you if you are considering applying for an apprenticeship. It may improve your chances of getting work or progressing within work, moving onto other courses, or enable you to support your children more effectively.

### What Happens Next

Apply online via the College website. You will be contacted to book an initial assessment in order to find out your level and identify the most appropriate class for you.

### Course Details

<b>Course Code</b>	M00008
<b>Start Date</b>	Various
<b>Study Hours</b>	Part Time
<b>Duration</b>	Various
<b>Campus</b>	Abbey Park Campus
<b>Level</b>	Entry

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