

Pre-employment webinar

ESOL Skills for Life

Katherine Reid & Amanda Kelly



**This recording and slide deck will be shortly
available on the Resource Hub webpage.**



Housekeeping



This session is being recorded

The session is being recorded, which will be made available on our [Resource Hub webpage](#).



Everyone is on mute

Everyone is on mute.



Slides

The slides will be available on the [Resource Hub webpage](#).



Questions

Please add your questions into the question function on the control panel. We will endeavour to answer all questions.



If the session cuts off

Please try logging out and back in again using the original webinar link to gain access back into the session.

To join over the telephone, select "Phone Call" in the Audio pane and the dial-in information will be displayed.

Introductions



Katherine Reid
Lead Technical Advisor

Providing guidance and support across maths, English, Employability and ESOL qualifications.

[Technical Advisors | City & Guilds](#)



Amanda Kelly
Industry Manager

Managing City & Guilds' portfolio of qualifications, products and services for Maths, English, Employability and ESOL

Welcome to this session...

We'll be focusing on

- Updates from the Level 2 and below consultation
- ESOL Skills for Life (4692)
- ESOL queries and questions
- Hearing from you
- Q&A



Level 2 and below consultation update

ESOL qualifications

“We proposed to continue funding high-quality ESOL qualifications up to and including level 2. These qualifications are designed specifically for speakers of other languages who live in the UK, with the aim to increase proficiency in the English language.”

Continued
funding for all
5 levels of
ESOL

ESOL will
continue to be
mapped against
the National
Standards for
Adult Literacy and
Adult ESOL Core
Curriculum



[Review of Post 16 Qualifications at L2 and Below Consultation Response](#)
(publishing.service.gov.uk)

A quick poll

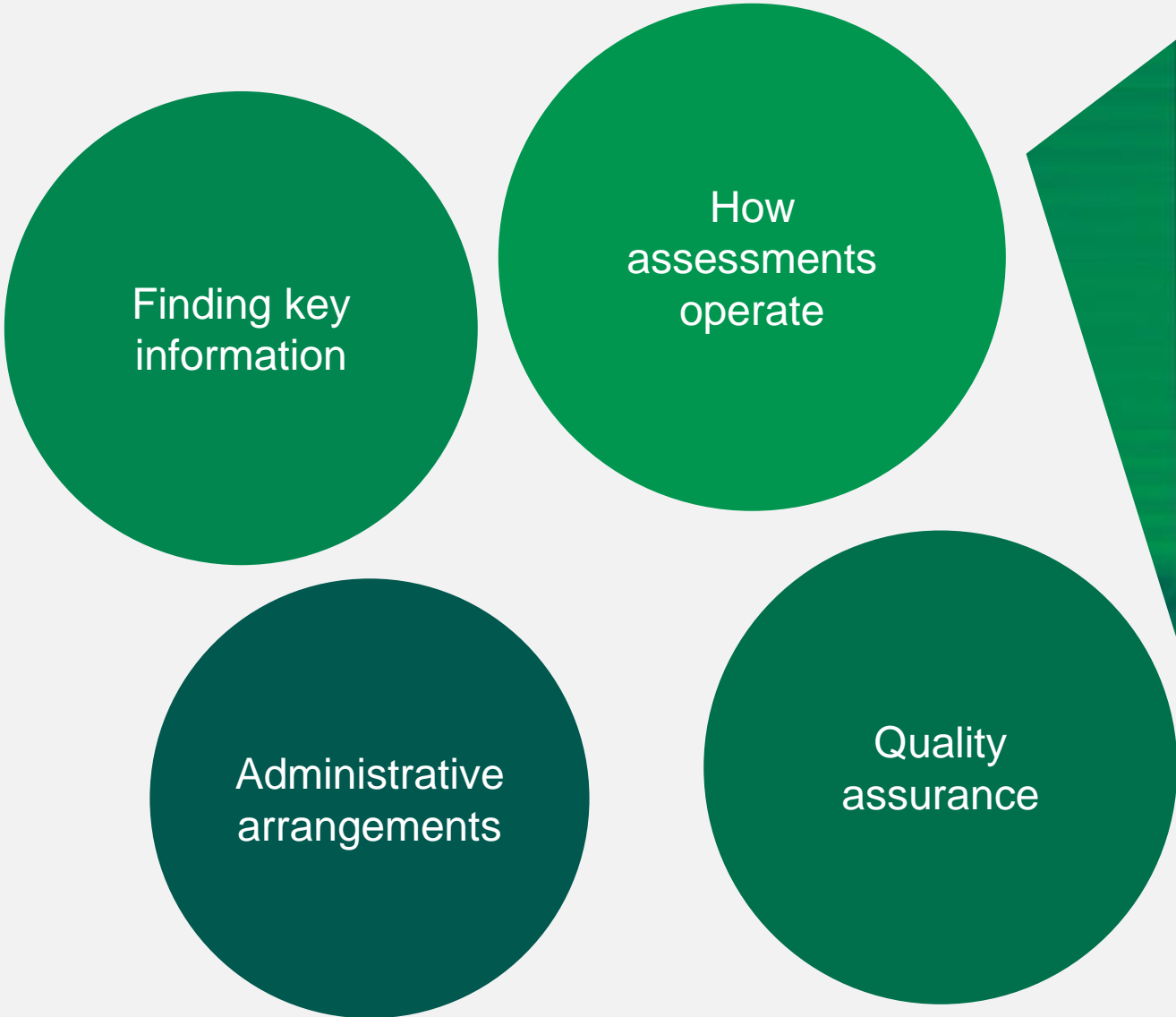
- Are you currently using our ESOL qualifications?
 - Yes
 - No
 - Thinking about using them
- If you are currently using our ESOL qualifications, are you using the individual awards or the full certificate qualifications?
 - Reading as a qualification
 - Writing as a qualification
 - Speaking and Listening as a qualification
 - All 3 components as a qualification



If you are not able to take part in the live poll you can email use your responses:

pre-employment@cityandguilds.com

ESOL overview



ESOL Skills for Life is a framework of publicly fundable qualifications. They're approved for use in England, Northern Ireland and Wales.

Award-sized (single-mode) qualifications (4692-01)

| Qualification title | TQT | GLH | QN |
|--|-----|-----|------------|
| Entry level Award in ESOL Skills for Life (Reading) (Entry 1) | 90 | 76 | 601/4186/4 |
| Entry Level Award in ESOL Skills for Life (Writing) (Entry 1) | 90 | 76 | 601/4187/6 |
| Entry Level Award in ESOL Skills for Life (Speaking and Listening) (Entry 1) | 110 | 85 | 601/4188/8 |
| Entry Level Award in ESOL Skills for Life (Reading) (Entry 2) | 90 | 76 | 601/4189/X |
| Entry Level Award in ESOL Skills for Life (Writing) (Entry 2) | 90 | 76 | 601/4190/6 |
| Entry Level Award in ESOL Skills for Life (Speaking and Listening) (Entry 2) | 110 | 85 | 601/4191/8 |
| Entry Level Award in ESOL Skills for Life (Reading) (Entry 3) | 90 | 55 | 601/4192/X |
| Entry Level Award in ESOL Skills for Life (Writing) (Entry 3) | 110 | 86 | 601/4193/1 |
| Entry Level Award in ESOL Skills for Life (Speaking and Listening) (Entry 3) | 120 | 73 | 601/4194/3 |
| Level 1 Award in ESOL Skills for Life (Reading) | 110 | 66 | 601/4195/5 |
| Level 1 Award in ESOL Skills for Life (Writing) | 110 | 82 | 601/4196/7 |
| Level 1 Award in ESOL Skills for Life (Speaking and Listening) | 120 | 73 | 601/4197/9 |
| Level 2 Award in ESOL Skills for Life (Reading) | 110 | 66 | 601/4198/0 |
| Level 2 Award in ESOL Skills for Life (Writing) | 110 | 82 | 601/4199/2 |
| Level 2 Award in ESOL Skills for Life (Speaking and Listening) | 120 | 73 | 601/4200/5 |

Certificate-size (multi-mode) qualifications (4692-02)

| Qualification title | TQT | GLH | QN |
|---|-----|-----|------------|
| Entry Level Certificate in ESOL Skills for Life (Entry 1) | 290 | 237 | 601/4075/6 |
| Entry Level Certificate in ESOL Skills for Life (Entry 2) | 290 | 237 | 601/4077/X |
| Entry Level Certificate in ESOL Skills for Life (Entry 3) | 320 | 214 | 601/4078/1 |
| Level 1 Certificate in ESOL Skills for Life | 340 | 221 | 601/4079/3 |
| Level 2 Certificate in ESOL Skills for Life | 340 | 221 | 601/4076/8 |

Each Certificate comprises:

- **Reading** to obtain information
- **Writing** to convey information
- **Speaking & Listening** to obtain and convey information.

Each unit must be **at or above** level of qualification

For example:
**L2 Reading + E3 Writing +
 L1 S&L = Entry 3**

Top up to a full Certificate qualification where candidates achieve all three individual modes 4692-92

We also recognise individual units achieved with other awarding organisations

Overview



Entry Level

- Assessed by assignment by centre
- Choice of assignments available to download on demand

Levels 1 and 2

- Assessed by multiple choice test
- Online and paper tests
- Externally set and marked by City & Guilds



All levels

- Assessed by assignment
- Internally marked by centre
- Choice of assignments available to download on demand



All levels

- Assessed by assignment
- Internally marked by centre
- Choice of assignments available to download on demand

Assessment model

| | Reading to obtain information | Writing to convey information | Speaking and listening to obtain and convey information |
|----------------|--|---|---|
| Entry 1 | Assignment, consisting of four tasks Internally assessed – when ready (up to) 1 hour to complete. | Assignment, consisting of three tasks Internally assessed – when ready (up to) 45 mins to complete. | Assignment, consisting of three activities (one listening, two speaking) Internally assessed – when ready (up to) 40 mins to complete. |
| Entry 2 | Assignment, consisting of four tasks Internally assessed – when ready (up to) 1 hour 15 mins to complete. | Assignment, consisting of three tasks Internally assessed – when ready (up to) 1 hour 15 mins to complete. | Assignment, consisting of three activities (one listening, two speaking) Internally assessed – when ready (up to) 45 mins to complete. |
| Entry 3 | Assignment, consisting of three tasks Internally assessed – when ready (up to) 1 hour 30 mins to complete. | Assignment, consisting of three tasks Internally assessed – when ready (up to) 2 hours 15 mins to complete. | Assignment, consisting of three activities (one listening, two speaking) Internally assessed – when ready (up to) 1 hour 15 mins to complete. |
| Level 1 | Externally set and marked test, consisting of 40 MC questions based on four source texts Available on-demand – paper or onscreen (latter with instant results) 1 hour to complete. | Assignment, consisting of three tasks Internally assessed – when ready (up to) 2 hours 45 mins to complete. | Assignment, consisting of three activities (one listening, two speaking) Internally assessed – when ready (up to) 1 hour 15 mins to complete. |
| Level 2 | Externally set and marked test, consisting of 40 MC questions based on four source texts Available on-demand – paper or onscreen (latter with instant results) 1 hour to complete. | Assignment, consisting of three tasks Internally assessed – when ready (up to) 2 hours 45 mins to complete. | Assignment, consisting of four activities (one listening, three speaking) Internally assessed – when ready (up to) 1 hour 50 mins to complete. |

Key documents

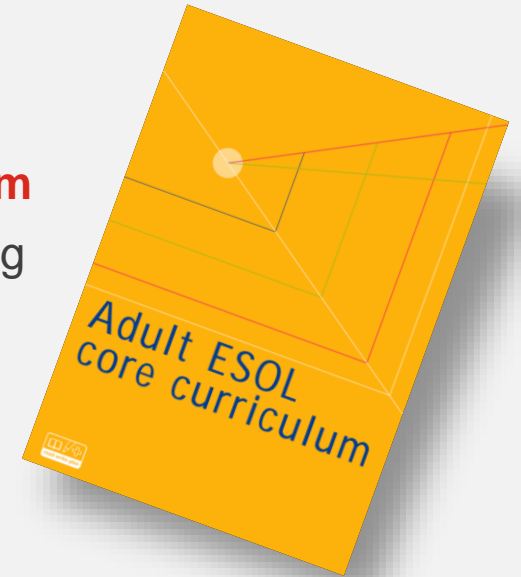
Qualification handbook

Sets out learning outcomes, assessment criteria, and administrative arrangement for delivery.



Adult ESOL Core Curriculum

Sets out teaching and learning expectations, as well as the adult literacy national standards on which these qualifications are based.



Sample assignments and Level 1-2 Reading tests

Available from qualifications webpage.



Live assignments (for Level 1-2 Speaking & Listening and Writing, and for all modes at Entry level)

Available from qualifications webpage.
(password protected)



[ESOL Skills for Life qualifications and training courses | City & Guilds \(cityandguilds.com\)](https://www.cityandguilds.com)

Finding key information

Maths and English

Maths and English are vital skills we all need to develop and keep using throughout life. Almost every job requires the ability to communicate and use numbers confidently, along with the capacity to problem solve and use technology effectively. Explore our offer in further detail below.

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INTERNATIONAL
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Events, Webinars and Networks for Functional Skills maths, English ESOL and Employability qualifications

Contact Us
To learn more about our Functional Skills qualifications, don't hesitate to get in touch with us.

Fill out the form >

directsales@cityandguilds.com >

0192 420 6790 >

FUNCTIONAL SKILLS QUICK LINKS

- Case studies
- Resource Hub

Access previous webinar recordings and slides

Centre document library

Home > Qualification delivery > Centre development > Centre document library

Centre document library

RESOURCES AND SUPPORT

- Offer our qualifications
- Study Programmes

Quality Assurance

Quality Assurance Standards

Maths, English, ESOL and Employability Resource Hub

QUICK LINKS

- Functional Skills
- ESOL - Qualification page
- Digital resources
- Exam Change Notification
- Exams and Habitus
- Why Maths?

Qualifications landing page

Events and Webinars

Centre document library

Resource Hub

ESOL queries and questions

Q. Do I need to do all the writing assignments in one sitting?

No, In accordance with the Assessor Pack that accompanies each live assessment, you can conduct the assessments over more than one occasion.

Candidates may stop at the end of any activity, but are not permitted to take any work away with them and if assessments are run over more than one session, these **must be** consecutive with **no** teaching or preparation in between.

The time allowance set out in the assessor pack must be adhered to regardless of whether the assessment is taken over one or multiple sessions.



What is the difference between an interlocutor and assessor?

- An interlocutor is responsible for facilitating discussions with the candidate during Speaking & Listening assessments.
- An Assessor is responsible for making assessment decisions for each candidate
- These two roles should be carried out by different people, with both present in the room while Speaking & Listening assessments take place.
- However, it is permitted for the same person to carry out both roles, provided that they are not acting as both Interlocutor and Assessor simultaneously



Document headings - Reading assessments

Should titles, sub titles and headings have capital letters at the beginning of each word, or should they only have a capital at the beginning?

- Either approach to a heading or title is acceptable
- In our Reading assessments you will see both forms of titles
- The key thing for candidates to remember, is that proper nouns **always** start with a capital letter



Beyond ESOL Skills for Life - supporting language acquisition

A number of our customers have started to explore ways to support their ESOL learners with their English Language skills beyond ESOL qualifications

- Using qualifications such as
 - Developmental maths units from Mathematics Skills (3847)
 - Functional Skills Mathematics (4748)
 - Employability Skills (5546)
 - Personal Progress (3803)
- While for Digital skills there is:
 - Functional Skills ICT (3748)
 - Coming soon! Digital Functional Skills Qualifications

Or other awarding organisations offer Essential Digital Skills Qualifications

Have your say in ESOL events

We are looking into creating more ESOL events soon. To ensure the content for these events is beneficial, we would like to know...

- Would you be interested in attending ESOL events
 - In person
 - Online
 - Would like both options
 - Not interested
- What ESOL content would you like us to cover with during these events?
 - Teaching & Learning
 - Teaching & Learning Resources
 - Managing assessments and Standardising Marking



If you are not able to take part in the live poll you can email use your feedback:

pre-employment@cityandguilds.com



Hosted on SmartScreen: Journey2English

More information and video here: [ESOL e-learning - England | Maths & English \(cityandguilds.com\)](https://www.cityandguilds.com/ESOL/e-learning-England-Maths-English)

| Journey 2 English - Reading, Modules 1-5 | | | | | | |
|---|--|-------|----|---|---|---|
| | Module | 1 | 2 | 3 | 4 | 5 |
| Learning Outcomes | | | | | | |
| Unit 011: Reading to obtain information | | | | | | |
| 1. extract information from single texts (1.3.1, 1.3.2, 1.2.4) | | | | | | |
| Entry Level 1 | 1.1 follow the plot of a simple written narrative (08E1.1a, 08E1.1a-b) | 5 | | 7 | | |
| | 1.2 obtain information from texts (08E1.1b, 08E1.2a) | 1,2,8 | | | | |
| | 1.3 identify the genre of simple texts (08E1.2a) | | | | | |
| | 2. know letters of the alphabet, key words, signs and symbols (1.2.3, 1.2.5) | | | | | |
| Entry Level 1 | 2.1 obtain information from signs and symbols (08E1.2a, 08E1.1a, 08E1.3b) | | | | | |
| | 2.2 identify the letters of the alphabet (08E1.3a) | | | | | |
| | 2.3 respond to key words used in everyday contexts (08E1.1a) | 1,2,4 | 3 | | | |
| Unit 021: Reading to obtain information | | | | | | |
| 1. read a range of texts for different purposes (2.2.1, 2.2.2, 2.2.3, 2.2.7, 2.2.9) | | | | | | |
| Entry Level 2 | 1.1 trace the main events of different texts (08E2.1a, 08E2.1b-d) | 1,8 | 9 | 4 | | 5 |
| | 1.2 obtain information from texts (08E2.1b, 08E2.2a, 08E2.3a) | 1,6,8 | 3 | 4 | | 9 |
| | 1.3 state the different purposes of texts (08E2.2a) | | | | | |
| | 1.4 identify common sources of information (08E2.3a) | 9 | | | | |
| Entry Level 2 | 2. follow instructional text (2.2.4, 2.2.5, 2.2.6) | | | | | |
| | 2.1 use images and captions to obtain information (08E2.4a) | 1,9 | | | | 5 |
| | 2.2 read instructions and directions (08E2.1a) | All | 3 | 7 | | |
| Entry Level 2 | 2.3 respond to key words on forms (08E2.1a) | | 3 | 7 | | |
| | 3. be able to use alphabetical order (2.2.9, 2.2.10) | | | | | |
| Entry Level 2 | 3.1 use a simple dictionary to find the meaning of a word (08E2.4a) | | 10 | 4 | | |
| | 3.2 use initial letters to sequence words in alphabetical order (08E2.5a) | | | | | |

SmartScreen content...

Interactive
e-learning

Classroom
games,
activities
and
worksheets

Over 150
maths and
English
videos

And much
more...

- developing skills activities
- worksheets
- classroom games and activities
- card sorts/matching
- speaking and listening videos
- and much more....

INTERACTIVE ACTIVITY 2: Converting money between currencies
Questions 1 of 5

For this activity, you will be changing money between currencies.
You should work by yourself to select the correct answer to the question.

1) The exchange rate between pounds sterling (£) and euros (€) is £1 €1.32. Match the appropriate amount in euros to the amount in pounds.

€132 €158 €290 €502 €594

Ans ?

Choice
A) £100

Score so far: 0 points out of 0

3. Decorating
This is contains enough paint to cover 3 square metres.
Will it be enough to paint the whole of this wall?

1.4 metres
2.1 metres

yes
no

Score so far: 0 points out of 0

SmartScreen Home

SmartScreen Home

Coming to you soon...

- The 4692 ESOL Reading test at levels 1 and 2 is marked by City & Guilds, does this work for your setting? Or would a centre marked assessment be more flexible?
- We are exploring the possibility of extending the use of remote supervision of writing assessments, did anyone use this during the covid adaptations? If so, would you be willing to discuss how you facilitated this whilst keeping live material secure?
- We would like to celebrate our ESOL centres, is there anyone who would be interested in being a case study for us?

To ensure you receive this survey, please ensure you are signed up to **email updates**



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Email updates

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WHAT WE OFFER CENTRES

- 14-19 progression
- Assured
- Traineeship
- Maths, English and Functional skills

Questions and answers

If you are watching this recording, you can send any questions you may have to...

pre-employment@cityandguilds.com





Email contacts

For general queries including, e-voice and RI issues contact:

centresupport@cityandguilds.com

For maths and English queries contact:

pre-employment@cityandguilds.com



Thank you!

Join us for our next webinar
on 19 January 2023 at 4pm.

[Register here](#)



About City & Guilds

Founded in 1878 to develop the knowledge, skills, and behaviours needed to help businesses thrive, we offer a broad and imaginative range of products and services that help people achieve their potential through workbased learning. We believe in a world where people and organisations have the confidence and capabilities to prosper, today and in the future. So we work with likeminded partners to develop the skills that industries demand across the world.

About ILM

ILM is the leading specialist provider of leadership qualifications in the UK. Last year, over 70,000 people enhanced their skills and performance with ILM, including 14,000 management apprentices. We believe that great leaders can come from anywhere. With the right support, anyone can grow and develop to make a real difference to their team and organisation. Which is why we help individuals from all levels to realise and apply their potential, so that the organisations they work for can reap the benefits.



To learn more about City & Guilds' maths, English, ESOL and employability qualifications and services, please contact

centresupport@cityandguilds.com
pre-employment@cityandguilds.com

Alternatively, visit our dedicated webpage
cityandguilds.com/mathsandenglish

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