Maths and English regular webinar updates

April showers

April 2021

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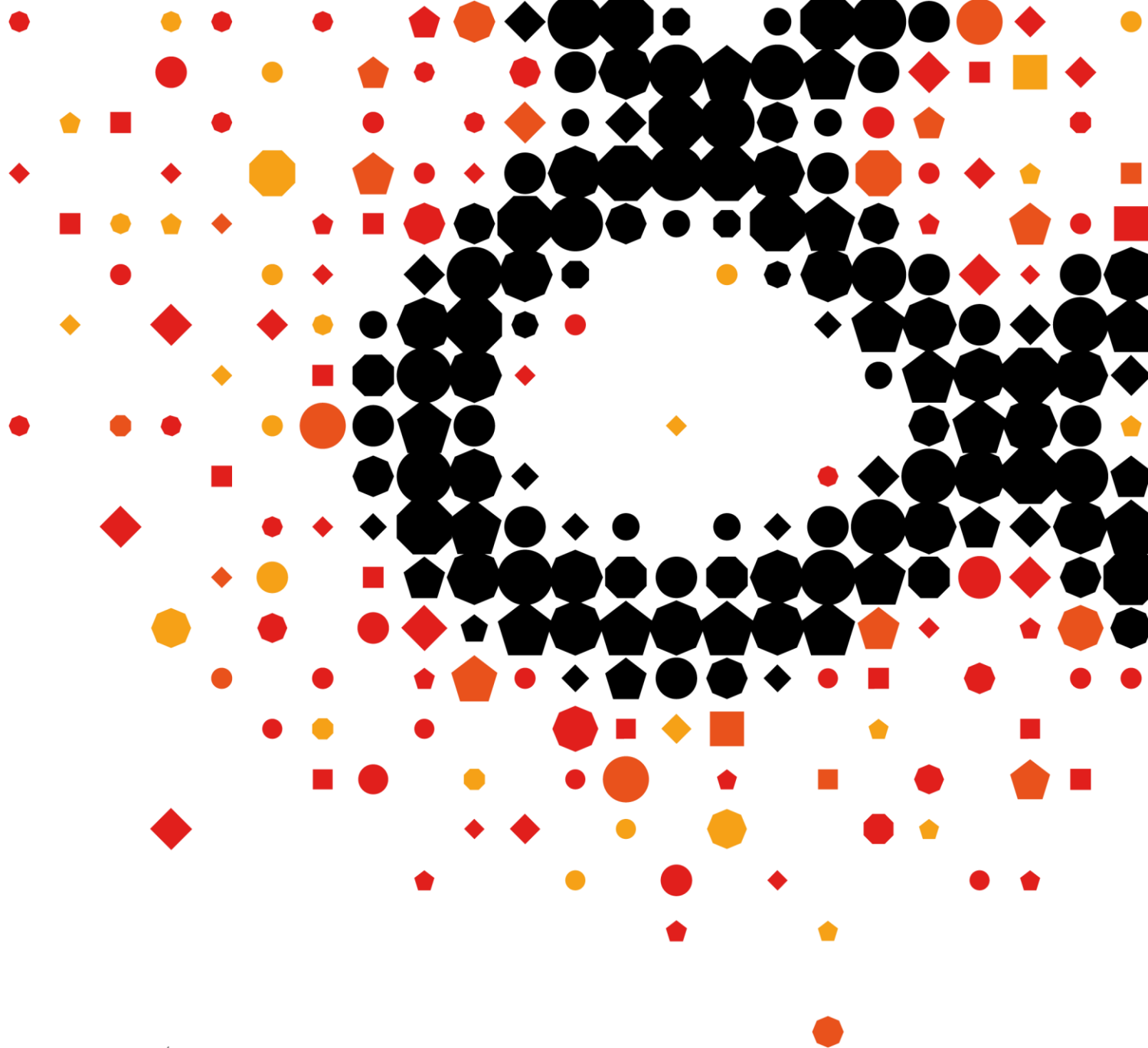
Welcome to this month's update!

We are running these live sessions three times each month:

- second **Thursday** (morning)
- third **Wednesday** (afternoon)
- last **Tuesday** (morning).

- If you're signed up for one of these slots, you'll get a reminder ahead of each session.

- Recorded version (and slides) will be available afterwards from our **Maths and English Resource Hub**.

- Don't forget to sign up for our **email alerts** too!

> If you are experiencing issues with the sound but can see the slides, try exiting the webinar and then re-joining – this **usually** solves the problem.

Maths and English resource hub

Welcome to the maths and English resource hub, here you will find information about digital teaching and learning support resources, brochures, videos, delivery guides and admin support.

- Deliver Functional Skills (4748) in 10 easy steps
- New to working with us?

Digital resources for learners and tutors

- e-Functional Skills Reloaded
- SmartScreen
- Journey 2 English

- Complete maths and English offer
- Functional Skills exam change notification forms
- CPD training

- Maths and English practice-sharing networks
- Materials from recent practice-sharing networks

- Sign up for our monthly maths and English webinar updates
- Webinar series from October 2020 – Slides and recordings
- Previous webinar updates – 2019-20

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Keep the questions coming

Webinar Q&A

Updated – 10 February 2021

Contents

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Updated after each webinar

Thank you for all of your questions…

- We're continuing to collate and add to them.

- We have redesigned the document with a contents table to help you find the answers to your questions

- You'll find the Webinar Q&A document on **Functional Skills (4748) qual documents page**.

- If anything else occurs to you in the meantime, get in touch via **pre-employment@cityandguilds.com**.

Apprenticeships update

Temporary flexibility on the requirement to attempt L2 Functional Skills for L2 Apprentices has now been extended to 31 July 2021

Providing apprenticeships during the coronavirus (COVID-19) outbreak

Ensure you are up to date with the latest documents
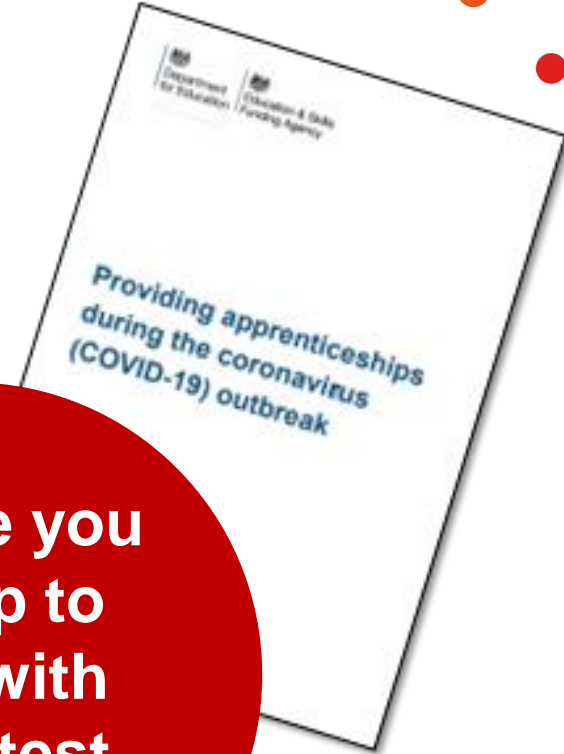
You can access the updated information from the ESFA here

Legacy Functional Skills

Deadline	Action
11 May 2021	Final booking for Named on Demand (paper-delivered) assessments Level 1-2 Reading, Writing and Mathematics via Walled Garden.
28 May 2021	Final booking for on-screen assessments Level 1-2 Reading and Writing or Mathematics (**for immediate sitting)**. Last date that Level 1 & 2 Reading, Writing or Mathematics assessments can be taken (paper **or** onscreen).
4 June 2021	All completed scrips for paper-based Level 1 & 2 FS Reading, Writing or Mathematics assessments to be received by City & Guilds.
18 June 2021	Final date for leaners to sit Entry Level 1,2 or 3 Reading, Writing or Mathematics assessments. Final date for learners to be assessed for Speaking, Listening & Communicating at **all levels**.
30 June 2021	Last date for EQA activity relating to Entry level and Level 1-2 SLC.
2 July 2021	All results for Level 1 & 2 FS Reading, Writing and Mathematics assessments issued.
16 July 20211	All claims for Level 1, Level 2 and entry level FS Mathematics and English must be submitted.
31 July 2021	**Final certification date for 3748-01 FS English and 3749-02 FS Mathematics.**

Testing is available - Functional Skills, ESOL & Principles of Maths and English

Live Assessments are available for booking and delivery in the usual way:

Functional Skills

- Increased flexibilities around managing the paper-delivered tests see Instructions for Conducting Exams for details.
- Test centres located in London, Birmingham and Bristol.
- Interim Test at Home Solution - approval needed.

ESOL Skills for Life

Assessments continue to be available from the 4692 Qualification page and the Reading exams at Level 1 and 2 can be booked through Walled Garden in the usual way for face to face delivery.

Assessments for Principles for Using Mathematical

Techniques and Principles for Using Written and Spoken English (3844) can be booked through Walled Garden for face to face assessment sessions as usual

Important reminder

If you are involved in teaching the subject, you **cannot** have access to live Level 1-2 FS exams at any time. Under no circumstances should the content of live assessment materials be discussed or shared in any way.

Update for OpenAssess

- It was intended that we would continue to use OpenAssess until the replacement practice test platform was available.

- Unfortunately, this has not been possible and we have been unable to resolve the issues so the current version of OpenAssess has been retired.

- Centres can continue to use the OpenAssess site to view historic test scores, but it will not be possible to take new sample tests or review previous attempts in this platform.

We are now focusing our efforts on developing the replacement version of OpenAssess

You can still access online sample onscreen assessments via the qualification page, using SurpassViewer.

Sample papers

We have now placed sample assessments for Level 1 & 2 English, Maths and ICT on the qualification pages in an editable pdf format.

Easy access for learners via the qualification page

Making them easier to share electronically

Resolutions

Sample Assessment
Level 2 Functional Skills English
Reading
Resolutions

Candidate Name (First, Middle, Last)

Candidate enrolment number   DOB (DDMMYYYY)

Candidate signature and declaration*

Assessment date (DDMMYYYY)   Centre number

General information
- The duration of this paper is **1 hour.**
- Answer **all** the questions.
- The maximum marks for each question are shown.
- The maximum number of marks is **30.**

General instructions
- Read each question carefully.
- You do not need to write in complete sentences.
- You will not be assessed on spelling, punctuation and grammar.
- Dictionaries **are** allowed.

*I declare that I have no prior knowledge of the questions in this asses
that I will not divulge to any person information about the questions.

Resolutions

Read the source documents and then answer the following questions.

Questions 1-6 are about **Document 1**. Make sure you refer to **Document 1** when answering these questions.

1   What are **two** organisational features that have been used to help the reader locate the four main pieces of advice on keeping resolutions?

2 marks

2   Find **two** things Suki Tanaka says that suggests she personally struggles to meet her resolution goals.

2 marks

3   Give **three** words or phrases that are opinions from the first paragraph of Document 1.

3 marks

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Sample mark schemes

Mark schemes are now password protected, you can find the passwords on the Walled Garden on the relevant qualification page.

Walled Garden

- Access the Walled Garden using your personal log in

Qualification

- Locate your full qualification
- e.g.4748-04 on the catalogue page

Administration

- Passwords can be allocated at the bottom of the page

Important reminder

Passwords are kept on a secure site so should not be shared with learners.

Assessment arrangements for 2020/21

Functional Skills

Alternative assessment arrangements for Functional Skills guidance document is now available.

To support you with the new arrangements, we held a separate webinar on 8 April.

You can access all details around the arrangements on our Functional Skills Covid-19 webpage.
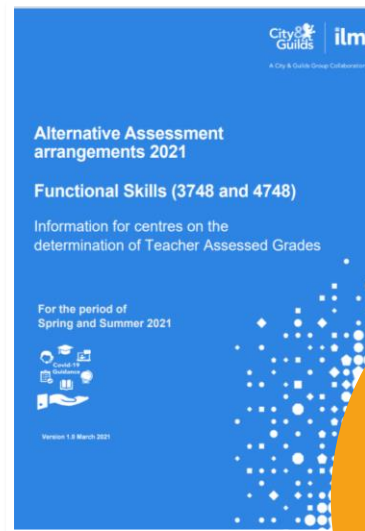
ESOL
We held a separate webinar on 9 April to update you on the new assessment arrangements.

You can find all the updated information for ESOL on our ESOL Covid-19 webpage, including registration for the upcoming webinar.

All centres will be required to complete the eligibility form if intending to apply for using TAGs

Questions and answers

You can also email:
pre-employment@cityandguilds.com

Thank you

For more information about all aspects of our Maths and English offer, please visit **cityandguilds.com/mathsandenglish**.

For specific queries relating to **Pre-Employment**, please use: **pre-employment@cityandguilds.com**

Use **#CGMathsEnglish** to join the social media conversation:
- follow our Industry Manager **@MathsEnglish_CG**
- follow our Technical Advisors
    - **@PaulSceeny_CG**
    - **@KatherineC_CG**.

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