

# OUR COMPLETE OFFER

## HELPING YOU AND YOUR LEARNERS SUCCEED

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.

Given its importance, we have produced an overview to explain the extensive range of qualifications, products and services we offer to support you and your learners to achieve the best results when delivering a City & Guilds Maths & English or Functional Skills ICT qualification.

## A comprehensive range of qualifications...

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We have a range of leading qualifications which provide flexible, on-demand assessments, easy registration, unrivalled centre support and a range of quality teaching and learning resources.

## ...developed with you in mind

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We work alongside you to explore your problems and challenges and ensure our qualifications, products and services provide the support you need. We recognise that you rely on us to support you to deliver high quality learning, assessment and support material. Using our extensive expertise we can help you to develop and strengthen the quality of your delivery through staff development, continuous professional development and consultancy.

### Qualifications for Learners:

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- English and Mathematics Skills (3847)
- Principles of English and Mathematics (3844)
- ESOL Skills for Life (4692)
- Functional Skills (3748)
  - Functional Skills English (3748-01)
  - Functional Skills Mathematics (3748-02)
  - Functional Skills ICT (3748-03)
- Using and Applying Mathematics (Core Maths) (3849)

### Qualifications for teachers and tutors:

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- English and Mathematics Skills (3847)
- Principles of English and Mathematics (3844)
- English for Literacy and Mathematics for Numeracy Teaching (6255)
- Level 5 standalone specialist diplomas (6503)

# Our support:

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- **Qualification delivery support** including qualification administration handbooks, subject specifications, assessment delivery guides, sample papers and 'worked examples'.
- **Ongoing programme of events** to keep you up to date and informed on qualification developments, to support delivery and enable networking and sharing of good practice.
- **Maths and English Advisors** who have unique and unparalleled expertise and are here to support you.
- **SmartScreen** our tutor and learner support platform, provides a range of specific support materials including FREE Functional Skills resources and the maths & English e-Toolkit resources.
- **e-Functional Skills**, an end-to-end digital teaching and learning resource designed specifically to support Functional Skills at Entry 3 and Levels 1 & 2. With it you can:
  - conduct accurate FREE initial assessments to assess each learner's skills level
  - diagnose learners' skills profiles
  - design and deliver fully customised and engaging learning programmes
  - encourage learner development and promote self-motivated learning
  - fully prepare learners for their Functional Skills assessment.
- **Maths & English e-Toolkit**, a highly accurate, adaptive initial and diagnostic assessment tool with a wealth of multimedia resources to enhance maths & English wherever it occurs.
- **e-volve centre analytics**, to help you raise standards by providing in-depth analysis of where your learners did well and not so well, enabling you to identify areas for improvement.
- **e-Certificates**, a free service offered by City & Guilds which enables centres to view and download electronic PDF versions of certificates 24 hours after the results have been published.
- **Staff development and CPD**, a comprehensive staff development programme that will meet the needs of specialist and non-specialist staff, support on-going personal skills development as well as developing skills to support confident and efficient delivery whilst promoting best practice.
- **Advance consultancy**, a service designed to support providers to develop strategic direction as well as managing and implementing change to keep up to date with changes in the sector.

# We are here to support you

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City & Guilds combines a long history of dedication to skills development with investment in technology and a focus on helping centres maximise the success of their learners efficiently.

## **We have a range of dedicated, specialist support:**

- ✓ **Maths and English Advisors** – dedicated subject specialists to support with curriculum planning, qualification delivery and understanding the ever changing educational environment.
- ✓ **Dedicated Account Manager** – along with a named contact for all your quality needs.
- ✓ **Advance consultancy service** – provides staff development and continuing professional development through bespoke maths and English support.

## **To find out more:**

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t: 0844 543 0000

e: [centresupport@cityandguilds.com](mailto:centresupport@cityandguilds.com)

w: [cityandguilds.com/mathsandenglish](https://cityandguilds.com/mathsandenglish)

(Calls to our 0844 numbers cost 5 pence per minute plus your telephone company's access charge)