

Functional Skills: English

Date: 14/9/2021 – 29/6/2022

Day: Tuesday

Time: 7pm – 9pm

Date: 16/9/2021 – 30/6/2022

Day: Thursday

Time: 10.30am – 12.30pm

Course Information

Functional skills for English. Courses are available from Entry 1 to Level 2. We can help you to:

- Feel more confident about your English and work towards a nationally recognised qualification.
- Improve your skills in reading, punctuation, spelling and grammar.
- Improve your job prospects and achieve a personal goal.
- Prepare and deliver presentations.

How will I be assessed?

- Reading: 1 exam
- Writing: 1 exam
- Speaking and listening: 1 exam
- Validated by City & Guilds

Achieving Level 2 in this subject is the equivalent to a grade C/4 at GCSE English. This is acceptable for entry to some university courses and most employers.

How much home study will I have to do?

Students are set weekly homework to improve their skills and knowledge and consolidate classwork. We anticipate homework to require 2 hours independent study per week.

Initial assessment

All students are required to complete an initial assessment. We will send you a link to complete this via our online BKSb platform, please ensure this is completed prior to completing the enrolment process. If you are unable to do this at home, let us know and we will arrange for you to use a computer in college.

How will I be taught?

You will be taught by experienced and qualified staff. Learning will be tailored to your specific needs and pace of learning. You will receive lots of individual support and attention within groups that are friendly and relaxed. Courses are available both daytime and evening.

How much does the course cost?

This course is funded by the Government. There is a £10 non-refundable administration fee which provides you with an ID badge and printing credit to use in college. You will need to bring paper and a pen.

Parking

Parking during the college day is limited, there is plenty of free parking in the surrounding roads if you are unable to park onsite. For evening courses we recommend you use our White's Rd entrance SO19 7NS and enter via the Sports Centre reception after your first day. On your first day please come to the main college reception we will be here to greet you and show you where to go.

Refreshments are available on site.

Expectations

We expect you to aim for 100% attendance and attendance is recorded for every timetabled session. Students are automatically withdrawn if they have not attended for 4 consecutive weeks. If a student's attendance falls below 80% their place on the course and their exam entry will be at risk. We place considerable emphasis on excellent attendance and punctuality and ask you to respect and adhere to these values to ensure academic success. Any health concerns will be treated sympathetically and if necessary we will consider implementing the college's Fitness to Study Policy.

To enrol please apply via our website www.itchen.ac.uk

If you have any questions or require further information please contact the

Adult Education team on 02380 446156 or email acet@itchen.ac.uk