

ENGLISH - FUNCTIONAL SKILLS

Course Name	Start Date	End Date	Site	Total Fees
English - Functional Skills, Level 1 & 2	09/11/2026	28/06/2027	ENDERBY ADULT LEARNING CENTRE	0.00
English - Functional Skills, Level 2, FAST TRACK, Distance Learning	11/11/2026	28/04/2027	Online Delivery	0.00
English - Functional Skills, Level 1, Distance Learning	21/09/2026	10/05/2027	Online Delivery	0.00
English - Functional Skills, Entry Level	27/10/2026	18/05/2027	LOUGHBOROUGH MOIRA CENTRE	0.00
English - Functional Skills, Level 1, FAST TRACK, Distance Learning	12/01/2027	15/06/2027	Online Delivery	0.00
English - Functional Skills, Level 1 & 2	22/09/2026	04/05/2027	LOUGHBOROUGH MOIRA CENTRE	0.00
English - Functional Skills, Level 1 & 2	09/11/2026	28/06/2027	MARKET HARBOROUGH SYMINGTON BUILDING	0.00
English - Functional Skills, Level 1 & 2	10/11/2026	15/06/2027	MELTON LIBRARY	0.00
English - Functional Skills, Entry Level	28/10/2026	19/05/2027	THURMASTON THE ROUNDHILL ACADEMY	0.00
English - Functional Skills, Level 1 & 2	11/11/2026	23/06/2027	THURMASTON THE ROUNDHILL ACADEMY	0.00
English - Functional Skills, Level 2, FAST TRACK, Distance Learning	12/01/2027	15/06/2027	Online Delivery	0.00
English - Functional Skills, Entry Level	26/10/2026	24/05/2027	COALVILLE LIBRARY	0.00
English - Functional Skills, Level 1 & 2	23/09/2026	05/05/2027	HINCKLEY LIBRARY	0.00
English - Functional Skills, Entry Level	28/10/2026	19/05/2027	HINCKLEY LIBRARY	0.00
English - Functional Skills, Level 2, Distance Learning	21/09/2026	10/05/2027	Online Delivery	0.00
English - Functional Skills, Entry Level 3	29/10/2026	20/05/2027	Online Delivery	0.00
English - Functional Skills, Level 1 & 2	24/09/2026	06/05/2027	COALVILLE LIBRARY	0.00
English - Functional Skills, Level 1 & 2	25/09/2026	07/05/2027	WIGSTON MAGNA LIBRARY	0.00

01. Who is this course for?

The course will help you to develop confidence and skills in reading, writing, speaking and listening. The course activities and materials will link to everyday life and work experiences. Entry Level courses are delivered in a classroom over 25 weeks. You will be entered for the assessments when you are ready. Entry Level assessments take place in class time. Level 1 and 2 courses are delivered either in a classroom or online over 26 weeks. The speaking and listening and reading exams take place during the 26 week programme and the writing exam is taken after the final session. All Level 1 and Level 2 learners on classroom and online courses will be required to attend one of our centres to take all exams. Functional Skills English qualifications are recognised by employers and a Level 2 qualification, is an equivalent skill level to GCSE English.

02. What will I learn?

The course will be Functional English, which means developing the English skills you need for everyday life and

work. This will include: - understanding and extracting information from a variety of reading materials e.g. timetables, adverts, newspaper articles, instructions writing different types of text e.g. notes, letters, emails, articles and reports developing your spelling, punctuation and grammar skills improving your speaking and listening skills so you effectively contribute to discussions and deliver presentations

03. How will I learn?

Learners who regularly complete homework have the greatest success rates. Your progress and achievements will be recognised and recorded regularly in a number of ways. For example: being able to apply your skills in everyday life; achievement of targets in your individual learning plan; feedback from your tutor. To support your learning, you will have access to: BKSb and GoLearn Virtual Learning Environment (Moodle). If studying online, you will be provided with a Microsoft 365 Education account which you will use to access GoLearn VLE (Moodle).

04. What will I need to bring?

Pen, paper and a folder to store your work. For online courses, you will need a laptop or PC, a good internet connection and be a competent user of IT. Smartphones or tablets are not suitable devices to use to study these courses.

05. What skills or experience do I need?

You must: - complete an initial and diagnostic assessment on BKSb and a free writing task. These assessments will establish your current working level and ensure you are enrolled on an appropriate level of study - attend a meeting with a member of the Skills for Life team to discuss your individual needs and the course requirements.

06. How will I be assessed?

Qualifications are offered at 5 levels. English Entry Levels 1, 2 and 3 plus Levels 1 and 2. At each level there are 3 separately-assessed elements: Speaking and Listening; Reading and Writing. To gain a full award at any level all 3 assessments must be achieved.

07. What could I do after this course?

You can progress through the Functional Skills levels until you achieve a Level 2 qualification. After this, if you wish to continue to study you could enrol on a GCSE English course.

08. How will I be supported in my learning?

We aim to support all learners to succeed. Our tutors will work with all learners to meet individual needs by using a range of resources and teaching methods. When you enrol on your course you will be asked if you have any additional learning needs or disabilities which may affect your learning. This might include physical disabilities, neurodivergent needs (e.g., Autistic Spectrum Disorder, ADHD, dyslexia, or dyspraxia, etc.), visual and auditory impairments, or a medical condition which might affect your learning. Your tutor will discuss with you the support that can be put in place. For some learners, this may mean organising extra time in exams or arranging for a Learning Support Assistant to support your learning in class. We also offer a wide range of assistive technology such as reader pens, screen readers, large print keyboards and screens, alongside in-class resources such as coloured overlays, large-print resources and more.

09. Is help available with course fees?

Many of our courses are FREE to all learners. Your course may be FREE if you are unemployed or earn under

£26,800 before deductions. If you are in receipt of state benefits or have a low income (£28,733.50 before deductions) you could be entitled to enrol on your course at a 70% reduced fee cost. Some exclusions apply, eligibility for fee reduction is subject to change, and you may be required to provide evidence of earnings. If the amount you must pay for your course is over £50, we offer instalment plans which break down the cost of learning into a set number of easy monthly payments. If you need help with the wider costs of study, such as childcare, resources, travel, and transport costs, you may be eligible to have these costs reimbursed through our Discretionary Learner Support Fund. Visit us online for more details, and to download the online application form.

10. How do I choose the right course for me?

If you are unsure of your next steps, please contact us and one of our team will advise you about our courses or signpost you to other providers if necessary. Please call FREEphone 0800 988 0308 or email adult.learning@leics.gov.uk