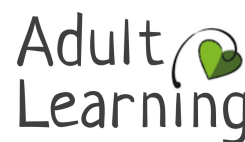


Adult Learning - Course Information Sheet



XWF3ZS97 - Functional Skills English

Weston Favell Library
Weston Favell Centre
Northampton

NN3 8JZ **Room**

Start Date: 01 December 2021
End Date: 06 July 2022
Start Time: 1:00PM
End Time: 3:00PM
Day: Wednesday
Sessions: 26
Tutor: Mrs Katie Robbins

Course aim

To develop your confidence and skills with English and gain a City & Guilds certificate at the level appropriate to your learning.

Course Outcomes

- Develop reading and writing skills for emails, letters, articles and reports.
- Apply reading and writing skills effectively in everyday situations.
- Engage confidently in speaking, listening and communication.
- Prepare for a Functional Skills qualification at the appropriate level.

How will the course be taught?

The course will be taught with lots of practical elements including group, pair and individual work.

Could I gain a certificate?

This course may lead to you working towards gaining a recognised City & Guilds qualification in English.

What do I need to bring / have ready?

Everything is provided but you may wish to bring your own folder and pen.

Health and Safety / Online Safety

When you enrol, please let us know if you require additional personal support to participate in this course. Your tutor will give you information about Health and Safety on the first day. For information on how to keep safe online go to https://safety.lovetoknow.com/Internet_Safety_Adult and <https://takefive-stopfraud.org.uk/nationalawarenesscampaign>. To report suspected scams, or get help and advice about preventing scams call the Citizens Advice consumer helpline on 03454 04 05 06.

Further support and progression

We offer learning support, if required. You will also find out about further learning opportunities and careers advice and guidance as appropriate through this course.

Please let us know if there is anything we can do to help and support you on this course, or if you need help to understand our fees or concessions. You will find out about further learning opportunities and progression information during this course. Further information can also be found here:

www.northamptonshire.gov.uk/course-info

Further Information

Course Dates:

Home study to support this course is available on request.

Prior knowledge is not required but we will be drawing on your current knowledge and building on this to help you to progress.

Northamptonshire Adult Learning Service work in partnership with National Careers Service advisers who can provide information, advice and guidance on skills, learning and work. National Careers Service can be contacted by telephone 0800 100 900 or text your name and the word ADVICE to 07766 413219 and an adviser will call you back for free or go to <https://nationalcareersservice.direct.gov.uk/>

