

# Course Information Sheet



## Course Code and Name: GL0058002A Functional Skills English

**Venue:** Adult Education In Gloucestershire  
Gloucestershire County Council  
4-6 Commercial Road  
Gloucester  
GL1 2EA

**Start Date:** 17 April 2024  
**End Date:** 10 July 2024  
**Day:** Wednesday  
**Time:** 18:00 to 20:00  
**Weeks:** 12

**Tutor:** Philip Parker

**Course Provider:** Adult Education in Gloucestershire

### Course Summary:

This course is designed for people with assessed skill levels from Entry to Level 2, who wish to improve their literacy skills. Topics covered include spelling, grammar, punctuation, reading for meaning, planning and drafting writing, reading for meaning and speaking and listening. You have the chance to achieve a qualification up to level 2 (equivalent to GCSE grade A-C or 9-4). The course is delivered in a way that makes English relevant to everyday life and helps learners to progress in a chosen career or future employment or in order to access other educational opportunities.

NB Exam entries and timings will be subject to individual assessment levels

### Eligibility:

Learners must be over 19 on the 1st August of the academic year they start their learning. Note: if not ordinarily resident in UK for 3 years (Please speak to a member of staff to confirm eligibility for funding).

### How will the course be taught?

Our groups are small in number (usually no more than 10) - you will be working towards your own individual targets, sometimes solving problems in pairs or groups as well as on your own. You will be expected to do some homework and will get the chance to try some practice exam papers.

### How will I know how well I am doing?

Tutor will provide individual learning plans and targets as well as regular feedback on your progress during completed work throughout the whole period of the qualification.

### Prior Knowledge:

You will need to have basic literacy skills. This is a course designed to help you brush up on skills you are not confident with or have forgotten since school.

### What do I need to bring?

A pen or pencil, a notepad or paper (A4 size is preferable) and a folder

### How do I join the course, or find out more?

Please contact us by phone or email on:

- 0800 583800

- [learn@gloucestershire.gov.uk](mailto:learn@gloucestershire.gov.uk)

### Cost:

It is free to eligible learners

### What course can I do next?

We will help you to decide what is the best way forward for you.

### Information and Advice for Progression:

Advice will be given on an individual basis throughout the course. Please contact your tutor for information about suitable progression routes

### Health and safety:

All our venues undergo a health and safety audit on a regular basis. If you have specific needs, please inform us before you start this qualification

### Further information:

"..thank you for giving me the support and confidence to develop my skills further"