

501/1660/5 NCFE Functional Skills Qualification in English at Level 1 600/0140/9 NCFE Functional Skills Qualification in English at Level 2
 603/5058/1 NCFE Level 1 Functional Skills Qualification in English 603/5054/4 NCFE Level 2 Functional Skills Qualification in English

Adaptation addendum

| Qualification reference number(s) | Qualification title(s) |
|-----------------------------------|--|
| 501/1660/5 | NCFE Functional Skills Qualification in English at Level 1 |
| 600/0140/9 | NCFE Functional Skills Qualification in English at Level 2 |
| 603/5058/1 | NCFE Level 1 Functional Skills Qualification in English |
| 603/5054/4 | NCFE Level 2 Functional Skills Qualification in English |
| Summary of changes | <p>V3.0 - 22.02.21</p> <p>The new version number is to reflect 2021 updated template layout to include further information on alternative arrangements for awarding in 2020/21. Previous version title 'AT FS L1-2 English V2'.</p> |
| Qualification Purpose | <p>The purpose of the Functional Skills English Level 1 & 2 qualifications is to prepare the learner for work, study and life. Learners who achieve this qualification will demonstrate the ability to read, write, speak, listen and communicate in English. Learners will be able to apply these skills effectively to a range of purposes in the workplace and in real life situations.</p> |

Assessment adaptation

| Assessment | Approach following autumn 2020 adaptations | Additional adaptations for 2020/21 |
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| | <i>What we require for this type of assessment at present, including flexibilities already introduced in autumn 2020.</i> | <i>The additional flexibilities and adaptations that will apply during 2020-21.</i> |
| Multiple Choice and Short Answer Questions | <p>A number of our qualifications include a Multiple Choice or Short Answer Question paper which is set by us and the completed assessments returned to us for marking. Centres must pick a set date and time for these external assessments to take place and they must be invigilated in accordance with our regulations for the conduct of external assessment.</p> <p>These assessments can all be sat on demand online and in some cases paper based.</p> <p>Where these assessments take place in an online on-demand format and can be delivered in line with public health guidelines, assessments will continue. All relevant qualification content must still be delivered, and assessment criteria met.</p> <p>The following adaptations are already in place to support centres to continue with these assessments:</p> <ul style="list-style-type: none"> • invigilation exception request which allows for you to apply for flexibility for Functional Skills • updated assessment variation process to allow for additional or alternative test centre locations. | <p>Where these assessments take place in an online on-demand format and can be delivered in line with public health guidelines, assessments will continue. No adaptations have been made at qualifications level, however to further support Centres with these assessments we:</p> <ul style="list-style-type: none"> • have recently launched our Remote Invigilation offer, which will allow students to sit online assessments anytime, anywhere • will shortly launch an on-demand paper-based solution for reformed Functional Skills • we will shortly resume our on-demand paper-based solution for legacy Functional Skills. <p>More information on our on-demand and remote invigilation solution can be found on our website.</p> <p>This qualification is in scope for alternative arrangements and if required can be awarded via an assessed grade from the centre. Whilst the next phase of the Ofqual consultation continues, we will work together with Ofqual, sector partners and other awarding organisations to agree common approaches</p> |

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| | | to setting minimum evidence thresholds for an assessed grade from the centre for this/these qualification(s) and will confirm this by updating this addenda in April. In the meantime, teaching and learning should continue as much as possible as all completed work would form the basis of an assessed grade from the centre. |
| Controlled assessment for speaking listening and communication (SLC) | <p>Our Functional Skills qualifications in English have controlled assessments for the SLC component.</p> <p>These assessments require students to complete a presentation, question and answer session and a group discussion.</p> <p>NCFE provides the assessment, mark schemes and any source materials that students will need to use during their assessments.</p> <p>The controlled assessment is administered under specified assessment conditions.</p> <p>We have already:</p> <ul style="list-style-type: none"> • allowed remote SLC assessments for our legacy Functional Skills qualifications. • advised that centres could accommodate students SLC preparation time in advance of their reading / writing assessments to minimise the amount of occasions the student would need to travel. | <p>Where these assessments take place in an on-demand format and can be delivered in line with public health guidelines, SLC assessments should continue to proceed remotely.</p> <p>To support centres we:</p> <ul style="list-style-type: none"> • continue to allow remote SLC assessments for legacy Functional Skills qualifications • allow preparation time to be completed under supervision via video conferencing if necessary <p>You will be able to access more information on the arrangements agreed by all awarding organisation when finalised on the Covid hub section of our website.</p> <p>This qualification is in scope for alternative arrangements and if required can be awarded via an assessed grade from the centre. Whilst the next phase of the Ofqual consultation continues, we will work together with Ofqual, sector partners and other awarding organisations to agree common approaches to setting minimum evidence thresholds for an assessed grade from the centre for this/these</p> |

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