

600/1067/8 NCFE Functional Skills qualification in English at Entry Level 1 600/1352/7 NCFE Functional Skills qualification in English at Entry Level 2 600/1510/X NCFE Functional Skills qualification in English at Entry Level 3 603/5059/3 NCFE Entry Level 1 Functional Skills Qualification in English 603/5056/8 NCFE Entry Level 2 Functional Skills Qualification in English 603/5052/0 NCFE Entry Level 3 Functional Skills Qualification in English

Adaptation addendum

Qualification reference number(s)	Qualification title(s)
600/1067/8	NCFE Functional Skills qualification in English at Entry Level 1
600/1352/7	NCFE Functional Skills qualification in English at Entry Level 2
600/1510/X	NCFE Functional Skills qualification in English at Entry Level 3
603/5059/3	NCFE Entry Level 1 Functional Skills Qualification in English
603/5056/8	NCFE Entry Level 2 Functional Skills Qualification in English
603/5052/0	NCFE Entry Level 3 Functional Skills Qualification in English
Summary of changes	<p>V3 – 24.03.21 Updated to provide additional information on use of teacher assessed grades for externally assessed components. Previous version title 'AT FS EL English V2'</p> <p>V2 - 22.02.21 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 EL English'.</p>
Qualification Purpose	The purpose of Functional Skills English Entry Level qualifications is to demonstrate the ability at an appropriate level to read, write, speak, listen and communicate in English, and to apply this knowledge and these skills in familiar situations.

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Assessment adaptation

Assessment	Approach following autumn 2020 adaptations	Additional adaptations for 2020/21
	<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>
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"> • 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>The Department for Education's policy position for FSQ is that assessments will continue where they can be delivered in line with public health guidelines. This is because these assessments are shorter and on-demand.</p> <p>Teacher assessed grades can only be used for FSQs as a last resort where learners meet eligibility criteria and have approval from NCFE.</p> <p>To support centres we continue to allow remote SLC controlled assessments for both legacy and reform Functional Skills qualifications where an appropriate video conferencing tool is used in an environment that meets the controlled assessment conditions. We also allow preparation time to be completed under supervision via video conferencing if necessary</p> <p>Centres must apply to NCFE for approval to offer a teacher assessed grade, this application must be per learner. In order to be eligible for a teacher assessed</p>

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		<p>grade the centre must demonstrate that normal assessment arrangements are not safe and that the learner cannot:</p> <ul style="list-style-type: none">• access an assessment face to face• access an assessment utilising adaptations• delay the assessment . <p>NCFE's approval process will be published in April 2021.</p> <p>We have worked together with Ofqual, sector partners and other awarding organisations to agree common approaches to setting minimum evidence thresholds for a teacher assessed grade from the centre for this qualification and more information can be found in the Approach to Alternative Awarding Arrangements 2020/21 document, which can be found on our website here.</p> <p>Where a learner is approved for a teacher assessed grade their evidence submission must include evidence of eligibility and approval of the teacher assessed grade.</p> <p>You can access more information on the arrangements agreed by all awarding organisation here.</p>
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		<p>Teacher Assessed Grade (TAG) approach for Functional Skills</p> <p>Following the publishing of the latest version of our Approach to Awarding for 2020-21 document on the 24th March, we can now provide you with further information on Teacher Assessed Grades for Functional Skills.</p> <p>The Federation of Awarding Bodies (FAB) has published an approach to Functional Skills (legacy and reform) agreed by all awarding organisations who offer the qualifications. This confirms the principles for teacher assessed grade arrangements, learner eligibility, and guidance on the evidence requirements. We will now work to operationalise this approach and will provide further details on the detailed NCFE specific arrangements shortly, but are pleased to be able to provide this specific detail for publication today. Read more</p>
<p>Controlled assessment for reading and writing</p>	<p>These qualifications have an assessment that must be completed in controlled conditions.</p> <p>These assessments are completed in a set duration of time and the centre arranges supervised periods of external assessment within a set window.</p>	<p>The Department for Education's policy position for FSQ is that assessments will continue where they can be delivered in line with public health guidelines. This is because these assessments are shorter and on-demand.</p> <p>Teacher assessed grades can only be used for FSQs as a last resort where learners meet eligibility criteria and have approval from NCFE.</p>

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	<p>The assessment is externally set by NCFE, internally marked by the centre and externally quality assured by NCFE.</p> <p>We have already updated our assessment variation process to allow centres to use additional test centre locations.</p> <p>The controlled assessment must still be completed but to provide additional flexibility we:</p> <ul style="list-style-type: none">• have updated our special consideration process to accommodate circumstances where students need to self-isolate and cannot attend scheduled assessments <p>More information can be found here.</p>	<p>Centres must apply to NCFE for approval to offer a teacher assessed grade, this application must be per learner. In order to be eligible for a teacher assessed grade the centre must demonstrate that normal assessment arrangements are not safe and that the learner cannot:</p> <ul style="list-style-type: none">• access an assessment face to face• access an assessment utilising adaptations• delay the assessment . <p>NCFE's approval process will be published in April 2021.</p> <p>We have worked together with Ofqual, sector partners and other awarding organisations to agree common approaches to setting minimum evidence thresholds for a teacher assessed grade from the centre for this qualification and more information can be found in the Approach to Alternative Awarding Arrangements 2020/21 document, which can be found on our website here.</p> <p>Where a learner is approved for a teacher assessed grade their evidence submission must include evidence of eligibility and approval of the teacher assessed grade.</p> <p>You can access more information on the arrangements agreed by all awarding organisation here.</p>
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