

Train the Trainer – Functional Skills English – Level 1 and Level 2

Thursday, 7 February 2019 - Novotel, Leeds

Draft Agenda

9.00	Delegate Registration Refreshments & Networking Opportunity	<i>Refreshments area</i>
10.00	Welcome & Housekeeping	<i>Christine Edwards QTLS Creating Excellence</i>
10.15	Recap/ Review the reformed Functional Skills English, level 1 and Level 2 key requirements <ul style="list-style-type: none"> Understanding the reformed English requirements at Level 1 and level 2 Establish key additional learning challenges for the reformed qualifications Understanding phonics and appropriate teaching approaches 	
10.45	Planning learning – Speaking, Listening and Communicating <ul style="list-style-type: none"> Effective use of baseline assessment information Establishing and managing appropriate stretch and challenge to Level 2 and beyond Programme development and vocational integration 	
11.15	Mid-Morning Refreshments Break	<i>Refreshments area</i>
11.45	Planning learning – Reading <ul style="list-style-type: none"> Effective use of baseline assessment information Establishing and managing appropriate stretch and challenge to Level 2 and beyond Programme development and vocational integration 	<i>Christine Edwards QTLS Creating Excellence</i>
12.15	Planning learning – Writing <ul style="list-style-type: none"> Effective use of baseline assessment information Establishing and managing appropriate stretch and challenge to Level 2 and beyond Programme development and vocational integration 	
12.45	Lunch	<i>Restaurant</i>
1.45	Creating independent learners <ul style="list-style-type: none"> Developing learner independence, competence and consistency Apprenticeship End Point Assessment requirements 	<i>Christine Edwards QTLS Creating Excellence</i>
2.15	Final assessment readiness <ul style="list-style-type: none"> Preparing learners effectively for final assessment across all requirements Planning final assessments, particularly Speaking, Listening and Communicating Quality Assurance compliance 	
2.45	Afternoon Refreshments Break	<i>Refreshments area</i>
3.10	Developing others <ul style="list-style-type: none"> Understating barriers to learning, challenges and misconceptions Target setting Monitoring and tracking using assessment for learning Supporting the review process 	<i>Christine Edwards QTLS Creating Excellence</i>
3.20	Reflection and planning Developing your strategy to support the development of others	
3.40	Final Plenary Q&A	
4.00	Close	