

Skills for Work & Life

Welcome to 2024/25
(England)



Katherine Reid & Alicja Twarowska

This webinar is being recorded and will be available on the Resource Hub shortly.

Housekeeping



The session is being recorded.

The recording will be available on our [Resource Hub webpage](#) shortly.



Everyone is on mute.



Slides

will be available on our [Resource Hub webpage](#) shortly.



Questions

Please add your questions into the question function on the control panel.

Will we endeavour to answer all questions.



If the session cuts off

Please try logging out and back in again using the original webinar link to gain access back into the session. To join over the telephone, select "Phone Call" in the Audio pane and the dial-in information will be displayed.

Skills for Work & Life

Meet Our Team



Katherine Reid
Technical Advisor

Maths and English specialist with a background of FE and offender learning.



Alicja Twarowska
Technical Advisor

ESOL specialist with a background of FS and Employability in FE.



Amanda Kelly
Industry Manager

Maths, English, ICT/Digital, Employability and Access 2 HE specialist in FE and ITPs



Providing guidance and support across Maths, English, Employability and ESOL.

customersupport@cityandguilds.com

Managing City & Guilds' portfolio of qualifications, products and services for Maths, English, Employability and ESOL

**Reminders and updates
for the new academic
year**



Agenda

- ✓ Support Available for 2024-25
- ✓ Website Walk Through
- ✓ Qualifications Updates
- ✓ Functional Skills on Apprenticeships update
- ✓ New Instructions for Conducting Examinations (ICE) document
- ✓ Digital Credentials
- ✓ Questions & Answers



Support available

Connect-Share-Networks

An interactive face-to-face half day of sharing good practice.

Virtual Link-ups

Can't attend one of our face-to-face events? You can join us online, to connect and share good practice.

New to us

Online monthly onboarding for new staff and centres.

Question Corner

New for 2024/2025

Connect with Technical Advisors for quick catch-up opportunities.

Webinars

Focus on a specific topic or update. Recordings and slides are made available on the Resource Hub.



2024/2025

Events and Webinars - Maths
and English | City & Guilds

SfWL Landing page

Allows you to access all the qualification and resources in one place.



[Skills for work and life | City & Guilds \(cityandguilds.com\)](https://www.cityandguilds.com)

Skills for Work and Life



Keeping up to date



RESOURCE HUB

[Learn More >](#)

Access all the information around digital teaching, resources and recordings of webinars.



EVENTS AND NETWORKS

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Details of confirmed dates for all SfWL webinars, networks and events.



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Home of all the updates and announcements for SfWL.

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Home of all the updates and announcements for SfWL.

Functional Skills

Coming soon!

- ✓ Updated guidance for SLC
- ✓ New chief examiner reports
- ✓ Guidance for delivery documents
- ✓ Updated indicative pass marks

Changes to entry level Functional Skills in September 2024

New live materials

New live assessments will be made available for each subject at each level from **2nd September 2024**

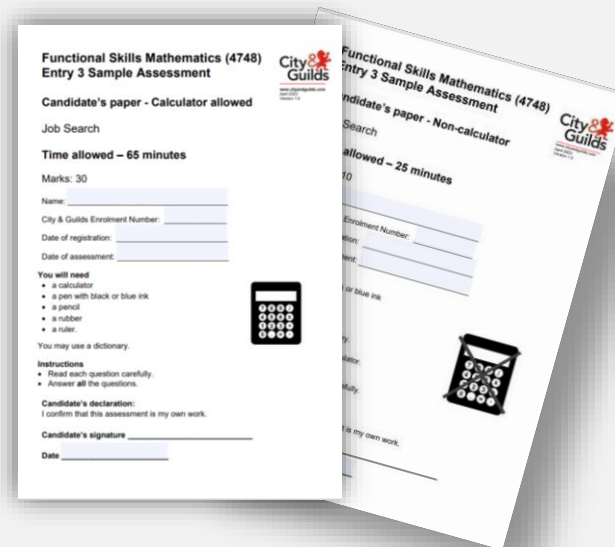
Current versions will be removed, and learners must not sit these on or after **2nd September 2024**.

Centres must destroy any digital or paper copies of the current assessments.



Administration of assessments

- New passwords
- Editable pdf formats
- **Reminder** about the need to track Assessments



	B	C	D	E
	C&G Enr No	Level of Assessment	Date of Assessment	Assessment Title
1				
2				
3				
4				
5				
6				
7				
8				

Functional Skills for apprentices

The Department of Education has published the Apprenticeship funding rules for (August 2024 to July 2025), a copy is available on this link: [Apprenticeship funding rules 2024 to 2025](https://publishing.service.gov.uk) (publishing.service.gov.uk)

Where an apprentice who has a learning difficulty or disability which is a barrier to them being able to achieve the maths and English requirements, providers should consider whether they should be offered the flexibility to achieve Entry 3 Functional Skills in the relevant subject(s).

We are currently developing some additional guidance to support providers, which will be available from the [Apprenticeship Support Hub](#) shortly.

If you are currently delivering Level 1 and Level 2 Functional Skills qualifications to apprentices but now need to consider delivering the Entry 3 qualifications, which have a different style of assessment, please get in touch with us so that we can support you with this process.

Digital Functional Skills (DFSQ)



Using Devices
and handling
information



Creating
and
editing



Communicating



Transacting



Being safe and
responsible online

- ✓ Third live assessment due on 23rd September
- ✓ Chief Examiner report
- ✓ Indicative pass marks

Reminder: Always clear each device of any previous candidate's work before logging onto an exam.

Maximum files size for evolve exams and timings:

[DFSQ alert July 2024.](#)

Instructions for Conducting Examinations Document

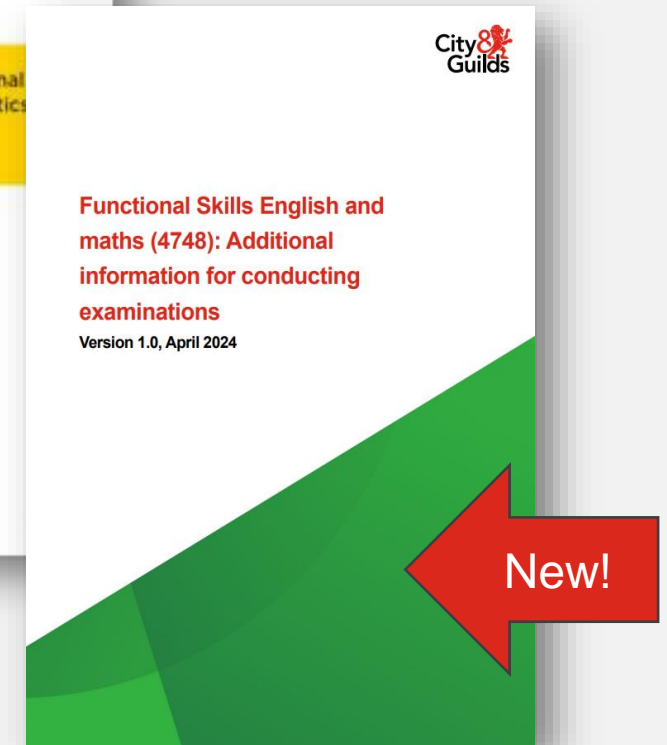
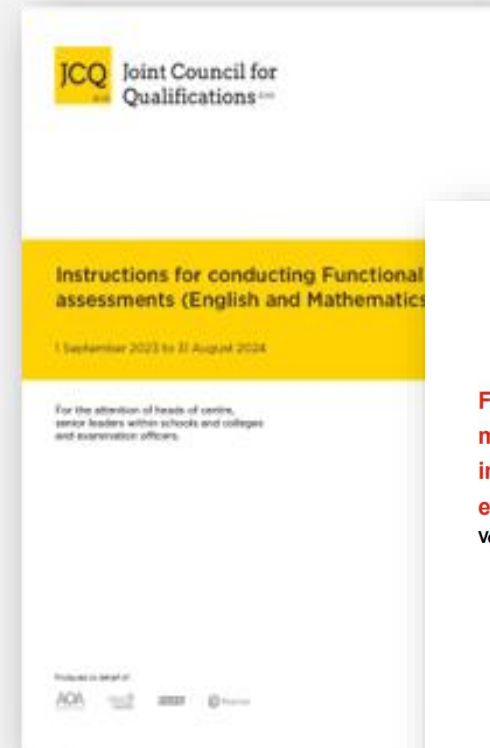
New/ updated requirements:

- Invigilation report
- Same starting time
- Transport log
- Verbal reminder of the end –10 min
- Clock
- All PCs logged on
- Attendance sheets

April 2024 Webinar:

New Instructions for Conducting FS Exams documents –

[watch the recording](#)



[Functional Skills English and maths \(4748\): Additional information for conducting examinations \(cityandguilds.com\)](#)

Bitesized Offer (3847)

- ✓ Easy to **contextualise** learning and assessment
- ✓ Help build learners' **confidence**
- ✓ Designed to **complement** Functional Skills and GCSE (but not to compete!)
- ✓ Allows a **deeper dive** into specific areas of curriculum

[English and Mathematics Skills qualifications | City & Guilds](#)

ESOL

- ✓ **Reading, Writing and Speaking/Listening** (available as a certificate or individual awards)
- ✓ **Externally set and internally marked** assessments (apart from L1/2 Reading)
- ✓ Assessments available **on demand**
- ✓ **Range** of sample and live assessments
- ✓ **Remote** assessments

[ESOL Skills for Life qualifications | City & Guilds](#)

Employability Skills (5546) Changes to qualifications

Skills for Work & Life team

April 2024 Update



[Changes to Employability \(5546\) watch the recording](#)
[Changes to Employability \(5546\) download the slides](#)

Employability Skills (5546) changes

In April 2024 we held a webinar updating all the upcoming changes to Employability, from 1 September 2024.

Updated handbook available on the 5546-qualification page

QUALIFICATION HANDBOOK



City & Guilds Awards,
Certificates and Diplomas in
Employability Skills (5546)

Qualification Handbook for centres

May 2024 Version 8.0

Smart Screen

Teaching and learning resources

- developing skills activities
- 150 maths and English videos
- interactive e-learning
- worksheets
- classroom games and activities
- card sorts/matching
- exam preparation videos
- speaking and listening videos
- and much more....

Updated!

City & Guilds

Maths (3844, 3847, 3850, 3868, 4748, 4800) > Modules

SmartScreen Mathematics

Worksheet 22: Budgeting

Collapse all

Account

Admin

Dashboard

Courses

Calendar

Inbox

History

Enrol In A

▼ Maths resource guides

Functional Skills Maths

Entry Level 1 Fun

Entry Level 2 Fun

Entry Level 3 Fun

Level 1 Function:

Level 2 Function:

What was the balance brought forward?

How much was spent at Daten Electricals?

Below is a copy of a friend's bank statement

Date	Description
13 April	
13 April	Asdo Stores Ltd
14 April	Daten Electricals
16 April	UP Petrol
17 April	Water rates
20 April	Mobile Phone - Phones RGR8
21 April	Worthington Mortgage Facilities

Measuring size

1. Talking about measurement

NUMBERS

Solving X problems

KEY TERMS

multiply times

2 pills 3 times a day

Mon Tues Weds Thurs Fri Sat Sun

[SmartScreen | City & Guilds \(cityandguilds.com\)](https://www.cityandguilds.com)

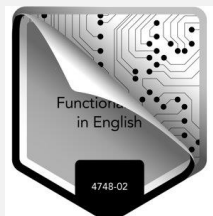
Did you know...

Once your learners has completed their Functional Skills qualification, thy are entitled to a Digital Credential.

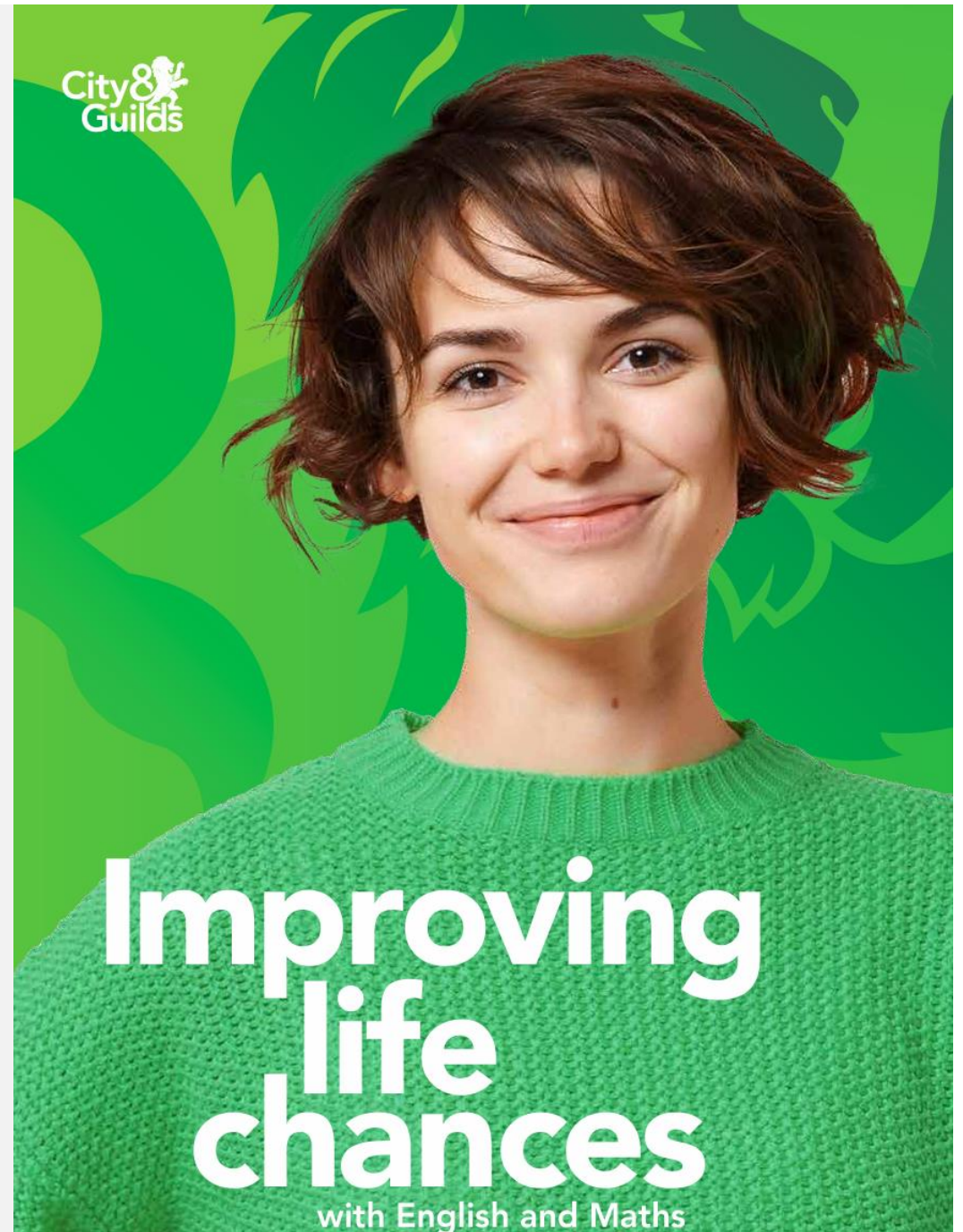
More than a line on a CV, digital credentials provide **verifiable proof of an achievement**.

All the information is packed into an image file that can be displayed via online CVs and social networking sites such as LinkedIn, Facebook or Twitter.

Free and easy to set up- just add learners' personal email address during the registration on Walled Garden.

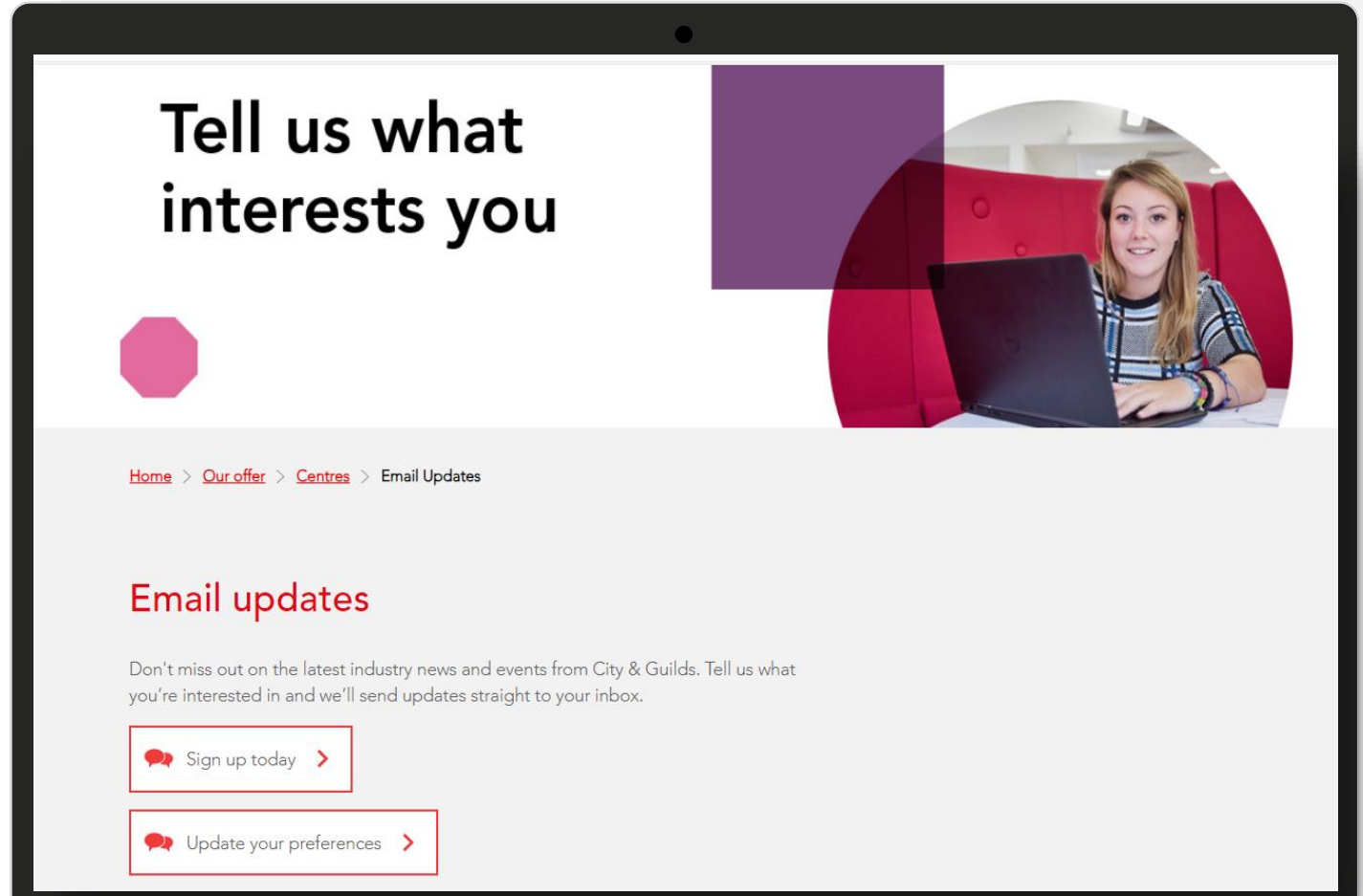


[Individuals - Digital Credentials | City & Guilds](https://www.cityandguilds.com)
 [\(cityandguilds.com\)](https://www.cityandguilds.com)



Email updates

Keep up to date within the SfWL sector. Insert your contact details and choose your preferences.



The screenshot shows a website page with a white background. At the top, there is a large heading "Tell us what interests you" in black. To the right of the heading is a circular image of a woman with long blonde hair sitting at a desk with a laptop. Below the heading is a pink octagon icon. Below the octagon is a breadcrumb trail: "Home > Our offer > Centres > Email Updates". Below the breadcrumb trail is the heading "Email updates" in red. Below this heading is a paragraph of text: "Don't miss out on the latest industry news and events from City & Guilds. Tell us what you're interested in and we'll send updates straight to your inbox." Below the text are two buttons: "Sign up today >" and "Update your preferences >".

Tell us what interests you

Home > Our offer > Centres > Email Updates

Email updates

Don't miss out on the latest industry news and events from City & Guilds. Tell us what you're interested in and we'll send updates straight to your inbox.

Sign up today >

Update your preferences >

Questions & Answers

You can send any questions you may have to...

customersupport@cityandguilds.com





Email contacts

For all your queries contact:

customersupport@cityandguilds.com

For Digital Platforms support contact:

digitalsolutions@cityandguilds.com

For evolve support contact:

evolvesupport@cityandguilds.com

Thank you!

City & Guilds

The logo for City & Guilds, featuring a white lion rampant on a green background. The lion is standing on its hind legs, facing right, with its front paws raised. The text "City & Guilds" is written in a white, sans-serif font, with the ampersand being a stylized circular symbol.

Stay in touch...

customersupport@cityandguilds.com

About City & Guilds

Founded in 1878 to develop the knowledge, skills, and behaviours needed to help businesses thrive, we offer a broad and imaginative range of products and services that help people achieve their potential through workbased learning. We believe in a world where people and organisations have the confidence and capabilities to prosper, today and in the future. So we work with likeminded partners to develop the skills that industries demand across the world.

About ILM

ILM is the leading specialist provider of leadership qualifications in the UK. Last year, over 70,000 people enhanced their skills and performance with ILM, including 14,000 management apprentices. We believe that great leaders can come from anywhere. With the right support, anyone can grow and develop to make a real difference to their team and organisation. Which is why we help individuals from all levels to realise and apply their potential, so that the organisations they work for can reap the benefits.



To learn more about City & Guilds' maths, English, ESOL and employability qualifications and services, please contact
customersupport@cityandguilds.com
pre-employment@cityandguilds.com

Alternatively, visit our dedicated webpage
cityandguilds.com/mathsandenglish

City & Guilds
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