



The Acorns School

Functional Skills English KS3/4

September 2025 - July 2026

1. **Half Term Theme:** Resources on Virtual School from EL1=L2. S&L (speaking and listening), R (reading), W (writing).
2. **Personalised Learning:** Individualised teaching to address gaps/barriers in learning. *See Learning Diary, Progress Map and PLP.*
3. **Exam Preparation:** Activities to prepare for/complete exams (provided on demand throughout the year). **KEY STAGE 4 ONLY**

KEY STAGE 3 FOCUS: Activities are used to supplement KS3 English curriculum. Focussed teaching for individuals who require a “recovery curriculum”.

KEY STAGE 4 FOCUS: Personalised Learning is used to ensure progression from Key Stage 3 FS activities. Certification is achieved as soon as possible to raise confidence to move on to GCSE qualifications or a higher level in Functional Skills to ensure best outcome post 16.

Autumn First Half Term	Spring First Half Term	Summer First Half Term
1.S&L: Summer Holiday Activities. End of Year targets. Recall main points in short spoken excerpt. R: Reading Tables and Forms, scanning text. W: Form Filling R&W Progress Map word List read/spell.	1.S&L: Values and Politics- what’s important to you? Extending skills- sharing more information in discussions, speaking in more detail. R: Text expressing personal opinions. Instructive Text W: Informal Letter Writing and Emails R&W Progress Map word List read/spell.	1.S&L: Outdoor Activities. Hobbies and Pastimes. Leaving school. Recalling and making requests from source material provided. R: 1 st /3 rd person newspaper/magazine text. W: Articles: 1 st /3 rd Person R&W Word List read/spell (see progress map).
2. Complete baselines. Identify skills learnt (Progress Map) and next steps (Learning Diary) Explore preferred topics to read/talk about.	2. Address gaps in learning to achieve/consolidate next level. Discuss end of year targets and progress; re-evaluate end of year goals. Complete Autumn Term progress in PLP.	2. Reflect on progress since start of the year – achievements and areas to focus on until the end of the year. Complete Spring Term progress in PLP
3. Learn how exams are presented and complete achievable sample papers. Discuss target grades.	3. Mock papers at higher level. Prepare for exams. (Prepare to retake exams if needed).	3.Complete mock papers at a higher level to final exam to extend skills.
Autumn Second Half Term	Spring Second Half Term	Summer Second Half Term
1.S&L: Autumn/Winter Activities, Planning for Christmas. Make requests from source provided (e.g menu). R: Adverts and Memos & 2nd person W: Adverts and Memos & 2nd person, skimming text. R&W Progress Map word List read/spell.	1.S&L: Values and Politics- what do others think? Recall other’s opinion from spoken excerpt. R: different opinions, Informative Text W: Formal Letter Writing/Emails. R&W Progress Map Word List read/spell.	1.S&L: Post 16 options. Summer Holiday Activities. R: College prospectus, W: Applications and writing CV’s. R&W Word List read/spell (see progress map). Consolidate/extend/fill gaps in S&L, R, W.
2. Complete gaps in learning to sit exam. Complete My Story and Tutor notes in PLP.	2. Complete gaps in learning to sit exam.	2. Complete gaps in learning to sit exam. Reflect on next steps for next year. Complete Summer term PLP.
3. Sit first exam papers. (If not ready mock).	3. Sit 2nd exam papers. (If not ready mock).	3. Sit end of year exam papers.