

Functional Skills English KS3/4

September 2023 - July 2024

- 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	1.S&L: Values and Politics- what's important to	1.S&L: Outdoor Activities. Hobbies and Pastimes.
targets. Recall main points in short spoken excerpt.	you? Extending skills- sharing more information in	Leaving school. Recalling and making requests from
R: Reading Tables and Forms, scanning text.	discussions, speaking in more detail. R: Text	source material provided.
W: Form Filling R&W Progress Map word List	expressing personal opinions. Instructive Text W:	R: 1 st /3 rd person newspaper/magazine text.
read/spell.	Informal Letter Writing and Emails R&W Progress	W: Articles: 1 st /3 rd Person
	Map word List read/spell.	R&W Word List read/spell (see progress map).
2. Complete baselines. Identify skills learnt	2. Address gaps in learning to achieve/consolidate	2. Reflect on progress since start of the year –
(Progress Map) and next steps (Learning Diary)	next level. Discuss end of year targets and	achievements and areas to focus on until the end of
Explore preferred topics to read/talk about.	progress; re-evaluate end of year goals. Complete	the year. Complete Spring Term progress in PLP
	Autumn Term progress in PLP.	
3. Learn how exams are presented and complete	3. Mock papers at higher level. Prepare for exams.	3.Complete mock papers at a higher level to final
achievable sample papers. Discuss target grades.	(Prepare to retake exams if needed).	exam to extend skills.
Autumn Second Half Term	Spring Second Half Term	Summer Second Half Term
1.S&L: Autumn/Winter Activities, Planning for	1.S&L: Values and Politics- what do others think?	1.S&L: Post 16 options. Summer Holiday Activities.
Christmas. Make requests from source provided	Recall other's opinion from spoken excerpt. R:	R: College prospectus,
(e.g menu). R: Adverts and Memos & 2nd person	different opinions, Informative Text W: Formal	W: Applications and writing CV's.
W: Adverts and Memos & 2nd person, skimming	Letter Writing/Emails. R&W Progress Map Word	R&W Word List read/spell (see progress map).
text. R&W Progress Map word List read/spell.	List read/spell.	Consolidate/extend/fill gaps in S&L, R, W.
2. Complete gaps in learning to sit exam. Complete	2. Complete gaps in learning to sit exam.	2. Complete gaps in learning to sit exam. Reflect on
My Story and Tutor notes in PLP.		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.