

## Functional Skills

### **Functional Skills in Maths and English: Building Essential Life and Work Skills**

Functional Skills qualifications in Maths and English are designed to equip learners with the practical skills they need to live, learn and work confidently and independently. These qualifications provide a strong foundation for progression to further learning, training, or employment.

#### **Who Is It For?**

Functional Skills are suitable for:

- Learners aged 14 and over
- Learners working at **Entry Level 1, Entry Level 2, Entry Level 3, Level 1, or Level 2**
- Learners who need to improve their core literacy and numeracy skills
- Learners preparing for employment or further study

#### **What Do the Qualifications Involve?**

Functional Skills qualifications are offered separately in English and Maths, and are available at five different levels:

- Entry Level 1
- Entry Level 2
- Entry Level 3
- Level 1
- Level 2 (equivalent to GCSE grade 4)

**English Functional Skills** covers:

- Speaking, Listening and Communicating
- Reading
- Writing

Learners are assessed in all three components through tasks that reflect real-life situations, such as writing emails, interpreting signs or leaflets, and having discussions.

**Maths Functional Skills** covers:

- Using numbers and the number system
- Measures, shape and space
- Handling data

Learners develop their ability to apply maths to everyday contexts, including money, time, measurement, and problem-solving.

**Assessment and Progression**

- Assessments can be taken **on-demand** throughout the year.
- Learners can move up through the levels at a pace that suits their development.
- These qualifications support progression to **vocational study, traineeships, apprenticeships**, or further academic qualifications.