

Last Updated: 15th March 2021

This statement has been produced to provide additional guidance for centres on the arrangements in place for NOCN's suite of Functional Skills and ESOL Skills for Life qualifications. This statement should be read in conjunction with the general guidance NOCN has provided on our website here: [Alternative Arrangements for the Award of VTQs - NOCN](#)

Scope of Qualifications

Qual No.	Qualification Title
603/5270/X	NOCN Functional Skills Qualification in English at Entry 1
603/5268/1	NOCN Functional Skills Qualification in English at Entry 2
603/5272/3	NOCN Functional Skills Qualification in English at Entry 3
603/5266/8	NOCN Functional Skills Qualification in English at Level 1
603/5264/4	NOCN Functional Skills Qualification in English at Level 2
500/9762/3	NOCN Functional Skills qualification in Information and Communication Technology (ICT) at Entry 1
500/9763/5	NOCN Functional Skills qualification in Information and Communication Technology (ICT) at Entry 2
501/0749/5	NOCN Functional Skills qualification in Information and Communication Technology (ICT) at Entry 3
500/9764/7	NOCN Functional Skills qualification in Information and Communication Technology (ICT) at Level 1
500/9765/9	NOCN Functional Skills qualification in Information and Communication Technology (ICT) at Level 2
603/5273/5	NOCN Functional Skills Qualification in mathematics at Entry 1
603/5271/1	NOCN Functional Skills Qualification in mathematics at Entry 2
603/5265/6	NOCN Functional Skills Qualification in mathematics at Entry 3
603/5269/3	NOCN Functional Skills Qualification in mathematics at Level 1
603/5267/X	NOCN Functional Skills Qualification in mathematics at Level 2
601/4016/1	NOCN Entry Level Award in ESOL Skills for Life (reading) (Entry 1)
601/4019/7	NOCN Entry Level Award in ESOL Skills for Life (reading) (Entry 2)
601/4013/6	NOCN Entry Level Award in ESOL Skills for Life (reading) (Entry 3)
601/4017/3	NOCN Entry Level Award in ESOL Skills for Life (speaking and listening) (Entry 1)
601/4014/8	NOCN Entry Level Award in ESOL Skills for Life (speaking and listening) (Entry 2)
601/4011/2	NOCN Entry Level Award in ESOL Skills for Life (speaking and listening) (Entry 3)
601/4018/5	NOCN Entry Level Award in ESOL Skills for Life (writing) (Entry 1)
601/4015/X	NOCN Entry Level Award in ESOL Skills for Life (writing) (Entry 2)
601/4012/4	NOCN Entry Level Award in ESOL Skills for Life (writing) (Entry 3)
601/3956/0	NOCN Entry Level Certificate in ESOL Skills for Life (Entry 1)
601/3957/2	NOCN Entry Level Certificate in ESOL Skills for Life (Entry 2)
601/3958/4	NOCN Entry Level Certificate in ESOL Skills for Life (Entry 3)
601/4010/0	NOCN Level 1 Award in ESOL Skills for Life (reading)
601/4008/2	NOCN Level 1 Award in ESOL Skills for Life (speaking and listening)
601/4009/4	NOCN Level 1 Award in ESOL Skills for Life (writing)
601/3959/6	NOCN Level 1 Certificate in ESOL Skills for Life
601/4007/0	NOCN Level 2 Award in ESOL Skills for Life (reading)
601/4005/7	NOCN Level 2 Award in ESOL Skills for Life (speaking and listening)
601/4006/9	NOCN Level 2 Award in ESOL Skills for Life (writing)
601/3960/2	NOCN Level 2 Certificate in ESOL Skills for Life

603/5675/3	NOCN Entry Level Award in Mathematics Skills (Entry 1)
603/5676/5	NOCN Entry Level Award in Mathematics Skills (Entry 2)
603/5678/9	NOCN Entry Level Award in Mathematics Skills (Entry 3)
603/5670/4	NOCN Level 1 Award in Mathematics Skills
603/5671/6	NOCN Level 2 Award in Mathematics Skills
603/5665/0	NOCN Entry Level Award in English Skills (Entry 1)
603/5666/2	NOCN Entry Level Award in English Skills (Entry 2)
603/5667/4	NOCN Entry Level Award in English Skills (Entry 3)
603/5673/X	NOCN Level 1 Award in English Skills
603/5674/1	NOCN Level 2 Award in English Skills

Sector Engagement

NOCN is following the direction from the Department for Education and Ofqual that Functional Skills and Skills for Life qualifications must have a similar approach to awarding to learners studying General Qualifications, such as GCSEs or A-Levels. NOCN supports this approach and continues to liaise with the Awarding Organisations who offer these qualifications to have a common approach across the sector.

The Federation of Awarding Bodies (FAB) is currently facilitating a sector group for all AOs who offer Functional Skills and an agreed statement will be issued in the coming weeks.

Adaptations to Delivery/Assessment

Where assessments can be delivered in line with public health guidelines, they should continue to take place.

- Paper-based tests are on-demand and continue to be available.
- Online tests are on-demand and are available for Functional Skills English and Maths at Level 1 and Level 2.
- Remote invigilation for online tests is available. Invigilation can be carried out by trained college/centre/NOCN staff.
- Speaking, listening and communicating can be assessed remotely in adherence to NOCN guidance.
- In line with regulatory advice and guidance, Teachers are currently able to invigilate examinations.

Use of Teacher Assessment Grades (TAGs)

Where assessments cannot be accessed, alternative arrangements can be considered through a Teacher Assessed Grade. Colleges/centres therefore need to continue to work with their learners and gather assessment evidence where possible.

- The (TAG) process has been decided as the best system possible, to ensure consistency and fairness, at a time where exams cannot be sat in the normal way.



- The TAG process will be carried out by Teachers (and supported by meeting ongoing learning with evidential thresholds e.g. IA/DA, ILP, ILR, Scheme of Work, Lesson Plans, Independent Work, Formative Assessment Results, Mock Assessments, IQA plan).

Where this is the case, NOCN guidance regarding TAGs must be followed. Full details will be published on our website here: [Alternative Arrangements for the Award of VTQs - NOCN](#)

Remote Assessment and Invigilation

NOCN is able to offer and promotes the use of remote assessment and invigilation. Centres are able to allow learners to sit online Functional Skills assessments for Reading, Writing and Mathematics at Levels 1 and 2. Please contact NOCN for further information. Remote invigilation is also available, either by the Centre (subject to NOCN approval) or through NOCN's own in-house invigilation service. For further information regarding remote invigilation, please refer to our website [here](#).

Where centres continue to conduct assessments within Centre, there has been a temporary suspension to the rule that Tutors/Trainers cannot invigilate their own subject. For an initial period of 3 months, it will be permitted for tutors to invigilate their learners during assessments to allow for the maintenance of Covid 'bubbles'.

Quality Assurance

The [NOCN Examination and Invigilation Policy and Procedure](#) must be followed during the conduct of any examination, including those administered online.

For further information or advice please contact alternativearrangements2021@nocn.org.uk