

Funded Access to Functional Skills Online Revision and Exams

**NHSE is continuing to fund access to online revision and online examinations for Functional Skills Level 1 and Level 2 in English, Maths and ICT
This is available to all General Practice Staff**

Online learning is also available for Essential Digital Skills (up to Level 1) for those who wish to learn about using various devices, being safe and secure online, and using online content.

Online Revision via One Advanced

NHSE Funded Access until March 2027

One Advanced (previously named BKSB) online revision resources, can help prepare employees who wish to achieve a Functional Skills qualification e.g. either due to entry requirements for an apprenticeship, or to up-skill and gain confidence within a subject/s. The One Advanced resources include:

- **Assess** – Initial Assessment and Diagnostic Assessment to determine an person's current working knowledge level within the subject/s. An individual Learning Plan (ILP) will then be generated. A basic self-assessment for dyslexia and dyscalculia can also be accessed upon request.
- **Learn** – The person works through their ILP using interactive revision resources and can study at their own pace. There are progress checks to re-evaluate the person's level throughout.

This tool can also be used by managers for skills analysis of a group, to inform workforce planning.

Online Exams via Open Awards

NHSE Funded Access until March 2027

Open Awards is an Ofqual approved awarding organisation, providing Ofqual regulated Functional Skills qualifications in English and Maths at Levels 1 and 2. They offer online remotely invigilated exams. Support and benefits of using Open Awards include:

- Individuals can request exam dates and times most suitable to their needs, including evenings and weekends.
- There are practice exams for each subject to help the learner familiarise themselves with the online exam system and questions.
- Online exam requirements include; learner must sit exam in a quiet room and have access to complete the exam via Zoom or Teams. They must have a webcam, and a mirror to show the invigilator that there are no notes/calculators etc. Full instructions and guidance are provided.
- Exam results and certificates are usually received within 16 days of successfully completing an exam.
- If the learner does not successfully pass an exam, the individuals will have the opportunity to re-sit if and be provided with an outline of their previous exam scoring to help inform further revision.

Enquiries and Requests for Access

**Please contact Olivia from the Lancashire and South Cumbria Primary Care Training Hub
Email: Olivia.Murphy1@nhs.net Phone: 07735161775**

What are Functional Skills?

Functional Skills are the fundamental English, Maths and ICT skills that people need for their working and personal lives. People can study for the qualifications in practical ways and apply core skills to real-life situations.

Apprenticeships – Functional Skills Requirements

For Level 2 apprenticeships – one of the entry requirements is that the candidate must have certificate/s to evidence they have achieved both Maths and English at either GCSE E/2 or higher, Functional Skills Level 1 from an Ofqual approved examining organisation, or acceptable alternative*.

For Level 3 – 7 apprenticeships – one of the entry requirements is that the candidate must have certificate/s to evidence they have achieved both Maths and English at either GCSE C/4 or higher, Functional Skills Level 2 from an Ofqual approved examining organisation, or acceptable alternative*.

**List of acceptable alternatives is available here: <https://www.gov.uk/government/publications/english-and-maths-requirements-in-apprenticeship-standards-at-level-2-and-above>*

For some apprenticeships, candidates without the appropriate Maths and English qualifications will need to complete these by the time they reach the End Point Assessment gateway, which is near the end of the apprenticeship. However, for many apprenticeships, candidates will need to already have and be able to evidence the relevant qualifications specified by the training provider before they can start the apprenticeship. If an individual does not have suitable evidence (they may have lost certificates* or have not previously achieved the relevant grade/level) they can use the online revision and online exam options mentioned above.

**In some instances you may be able to pay for replacement certificates or Certified Statement of Results. Please contact the training hub on the details above for further information and instructions.*

Frequently asked Questions

Q: My candidate hasn't studied using BKSB/One Advanced. Can they still access the exam options?

A: Yes, the Open Awards online exam option is not exclusive to those who have revised through the BKSB/One Advanced online revision option.

Q: My candidate has been advised they will require further revision support to the self-learning style provided through the One Advanced online revision option. What other support is there?

A: Individuals may need further support such as classroom based teaching or 1:1 learning. In the first instance it is worth checking what options your local colleges offer. Different learning options may take longer than others - if you are applying for an apprenticeship, please therefore check timeframes and how these may impact on the desired intake you are applying for. Ensure to check what deadlines the apprenticeship training provider has for receiving certificates for Maths and English.

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