

Curriculum Rationale and Overview (Scheme level)



Subject: English Functional Skills (Level 1-Level 2)

Year group: 10

	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
National Curriculum context	<i>Focus on foundational literacy competencies: decoding, retrieving, and structuring communication for real-life purposes.</i> <i>This qualification provides students with practical, real-world literacy skills essential for employment, apprenticeships, and daily life. It is a recognised GCSE Grade 4 (C) equivalent that focuses on functional application rather than academic theory.</i> <i>It serves as a vital bridge for students who find the academic nature of GCSE English Language challenging, ensuring they leave with a level 2 qualification required for most college courses and jobs.</i> <i>Unlike GCSEs, which focus on literary analysis, this course prioritises competency-based learning. Students learn to draft professional emails, follow complex work documents, and participate in formal workplace discussions.</i>					
Scheme of Learning Title:	Foundations for Success: Level 1 Skills Reading Non-Fiction & Core Writing Skills (Level 1)	(LEVEL 1 EXAM POINT) Achieving Level 1: Application & Assessment Writing for Purpose: Emails, Letters & Reading Viewpoints (Level 1)	Transition to Level 2: Building Challenge Reading Non-Fiction: Inference, Viewpoint & Comparison (Level 2)	Developing Level 2 Competency Non-Fiction Writing: Reports, Letters & Persuasive Writing (Level 2)	Mastery & Mock Assessment Functional Skills Reading & Writing: Exam Practice	Achieving Level 2: Reading, Writing & Speaking and Listening
Content <i>What will students know?</i>	Text features (headings, bullet points, images) Retrieval strategies (skimming, scanning) Basic SPaG rules Simple functional text types (emails, messages)	Structure of emails and letters Fact vs opinion Basic tone (formal/informal)	Inference and implied meaning Comparing texts Writer's purpose and tone	Structure of reports and formal letters Persuasive techniques Paragraph cohesion and linking	Exam structure and timing Question types for Level 2 Strategies for unseen texts	SLC structures (presentation + discussion) Final exam expectations

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<i>What will students understand?</i>	That non-fiction texts are structured for clarity and purpose The importance of accuracy in communication	How writing changes depending on audience and purpose That viewpoints shape texts	That meaning is often implicit That texts can present contrasting ideas	How structure supports clarity and persuasion The importance of tone and register	How to apply skills under exam conditions	How to communicate effectively in formal contexts
<i>What will students be able to do?</i>	Retrieve explicit information Identify purpose and audience Write simple, clear sentences Use capital letters, full stops, and basic punctuation accurately	Identify fact vs opinion Recognise simple viewpoints Write a clear formal email or letter Organise ideas into basic paragraphs	Infer meaning from language Compare ideas across two texts Identify bias and viewpoint Select relevant evidence	Write extended, structured responses Use paragraphs effectively Apply persuasive techniques (e.g. rhetorical questions, emotive language) Maintain formal tone	Analyse unseen texts independently Plan and write under timed conditions Edit and proofread effectively	Deliver a short presentation Participate in discussion (turn-taking, responding) Apply all reading and writing skills independently
How will they be formally assessed?	Baseline assessment Practice Level 1 Reading & Writing tasks	Level 1 Functional Skills Reading & Writing exams Progression Point Pass → move to Level 2 in Spring 1 Not yet secure → targeted support and resit	Internal Level 2 reading assessment	Assessed extended writing task	Full Level 2 mock exam (Reading & Writing) Progression Point Secure → enter for full exam in Summer 2 Not secure → targeted intervention	Level 2 Functional Skills Reading & Writing exams SLC assessment (if ready)
Blended Learning Opportunities	SPaG platforms Digital reading tasks Online quizzes	Online past papers Revision platforms	Digital text comparison Online grammar tools	Online articles and comparisons Peer feedback digitally	Online mocks Self-marking tasks	Light-touch revision resources (where appropriate) Post-16 preparation materials (college/workplace communication)

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Literacy/Numeracy /Personal Development	Literacy: accuracy, vocabulary Numeracy: interpreting simple data PD: confidence and re-engagement	Literacy: consolidation PD: achievement and motivation	Literacy: inference and structure PD: resilience and independence	Literacy: analysis and accuracy PD: communication skills	Literacy: exam technique PD: confidence	Literacy: independent application in real-world contexts Numeracy: interpreting everyday documents (forms, contracts, schedules) PD: readiness for next steps, confidence, self-reflection
Links to Prior learning	KS2/KS3 foundational literacy Addresses gaps in basic skills	Builds on Autumn 1 Secures KS3-level competencies	Builds directly from Level 1 success	Extends Spring 1 skills	Draws on all Year 10 learning	Culmination of Yr10 journey Applies Functional Skills and learning to real-life contexts

Curriculum Rationale and Overview (Scheme level)



Subject: English Functional Skills (Level 2-GCSE)

Year group: 11

	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
National Curriculum context	Consolidation of KS4 functional literacy with increasing independence and accuracy.					
Scheme of Learning Title:	Securing Level 2: Reading Non-Fiction & Transactional Writing	Reading Fiction & Introduction to Language Analysis (GCSE Bridge)	(GCSE TRANSITION POINT) Pathway A: GCSE English Language: Reading & Analysing Fiction (Paper 1) Pathway B: Functional Skills: Final Reading & Writing Mastery	GCSE English Language: Transactional Writing (Paper 2)	GCSE English Language: Exam Preparation (Papers 1 & 2)	GCSE English Language: Final Exams / Functional Skills Completion
Content <i>What will students know?</i>	Exam strategies Key reading/writing skills consolidation	Fiction text features Language techniques (metaphor, simile, imagery) Narrative perspective	Pathway A (GCSE) GCSE Paper 1 structure Language and structure analysis Analytical paragraph structure Pathway B (Functional Skills) Exam technique Targeted gap-filling	Writing forms (articles, speeches, letters) Persuasive and rhetorical techniques	Full exam requirements Question types and strategies	

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<i>What will students understand?</i>	How to meet Level 2 criteria securely	That fiction texts are crafted to create meaning and effects The difference between functional and analytical reading	Pathway A (GCSE) How writers craft meaning How to analyse texts in depth	How to shape writing for impact	How to succeed under exam conditions	
<i>What will students be able to do?</i>	Analyse texts confidently Write accurately under pressure Communicate clearly and effectively	Identify language techniques Explain simple effects on the reader Retrieve and infer from fiction texts	Pathway A (GCSE) Analyse language (methods + effects) Use evidence effectively Write analytical paragraphs	Write extended transactional pieces Use a range of persuasive devices Adapt tone and register	Complete full exam papers Manage time effectively Produce high-quality responses	
How will they be formally assessed?	Level 2 exams (resit/opportunity) Progression Point Pass → option to transition to GCSE English Language Not yet secure → continued FS support	GCSE baseline (for transition group) FS gap assessments (for others)	Pathway A: (GCSE) GCSE Paper (mock assessment)) Pathway B: Functional Skills (Completion / Resit Group) Functional Skills Reading Assessment (Level 2) Functional Skills Writing Assessment (Level 2) Speaking, Listening & Communicating (if not yet achieved)	GCSE-style writing assessment	Full GCSE walking talking past papers	GCSE exams Final FS resits
Blended Learning Opportunities	Online Functional Skills past papers and timed practice SPaG intervention using digital platforms	Online fiction extracts with annotation tools Video modelling of language analysis (e.g. identifying techniques)	GCSE pathway: Online Paper 1 practice questions Recorded model answers and examiner walkthroughs	GCSE: Online transactional writing tasks (articles, speeches) Peer feedback using shared platforms	Full online past papers (GCSE and FS where relevant) Self-marking quizzes and revision platforms	

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	Recorded walkthroughs of reading/writing exam techniques Independent revision tasks via Google Classroom	Shared documents for collaborative paragraph writing Introduction to GCSE revision platforms	Functional Skills pathway: Targeted online revision (Reading/Writing) SLC presentation recordings for self-evaluation	FS (if needed): Intervention platforms targeting gaps Online exam practice	Recorded revision sessions and model responses Independent revision schedules	
Literacy/Numeracy/Personal Development	Literacy: accuracy in SPaG, clarity of expression, reading for purpose Numeracy: interpreting data in texts (tables, forms, schedules) PD: resilience, exam confidence, independent study habits	Literacy: introduction to analytical reading (language and structure) Numeracy: sequencing ideas logically in written responses PD: raising aspirations, exposure to GCSE-level challenge	Literacy: GCSE: analytical writing, subject terminology FS: accuracy, clarity, exam technique Numeracy: interpreting multiple sources and structuring responses logically PD: decision-making, confidence, ownership of learning pathway	Literacy: extended writing, tone, register, persuasion Numeracy: structuring arguments logically (sequencing, cohesion) PD: communication skills, confidence in expressing viewpoints	Literacy: exam technique, accuracy, clarity under pressure Numeracy: time management and planning responses PD: resilience, independence, stress management	
Links to Prior learning	Direct continuation of Year 10 Level 2 content Builds on mock exam feedback from Summer 1 Reinforces reading comparison and transactional writing skills	Builds on inference skills from Functional Skills reading Transitions from “what a text says” → “how a text is crafted” Bridges non-fiction reading skills into fiction analysis	GCSE pathway builds on Autumn 2 bridging unit FS pathway consolidates all KS4 Functional Skills content Reinforces independence developed in Year 10	GCSE builds on analytical skills from Spring 1 FS builds on exam preparation from Autumn term Extends persuasive writing from Year 10 Spring 2	Synoptic application of all KS4 content Builds on all prior exam practice and feedback Reinforces mastery of reading and writing skills	