**Brush Up Your English Level 1**

Adult and Community Learning

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| **Who is the course for?**  For those who want to gain the confidence and skills to write formal letters and emails, research and plan your writing and speak in a group in a formal setting. You will work towards the Level 1 Functional Skills English qualification. Excellent attendance is required. |

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| **How long is the course?**  The course is for three terms (30 weeks). Sessions run once a week (initially on Zoom). |

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| **What skills, knowledge or experience do I need to start this course?**   * All new students need to take an assessment before they can enrol. * Access to technology and broadband are needed * Progressing students need to have successfully completed Functional Skills English Level 1 qualification * Speak English fluently * Be committed to attending all the sessions. |

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| **What will the course cover and what should I be able to do by the end of it?**  The course will initially be online. You will be working on reading, writing, speaking and listening: on your own and with others in small groups, discussing and sharing ideas. You will read a range of different texts and begin to analyse how they are put together, identifying who they are written for and why they are written. You will write informal and formal texts, developing techniques to check and correct your own work. You will learn how to use punctuation correctly and improve your spelling of tricky words. You will take part in formal and informal discussions and presentations on topical subjects, speaking clearly and presenting your own views. |

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| **Will I get a qualification?**  Yes. This is an accredited City & Guilds Functional Skills English Level 1 course. |

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| **What extra study or practice is expected outside of the class?**  The course will require pre-lesson preparation so you will need to be prepared to spend your own time doing this. Homework will also be given by your tutor. There is the option to attend Study Skills and/or Improve Your Grammar workshops. There is an online learning package which you will be shown how to use. |

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| **How will my progress be assessed?**  In order to ensure that you make the best possible progress on your course, you will have regular and detailed feedback from your tutor, in a constructive and supportive environment. |

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| **What can I expect to go on to after this course?**   * Progress to a Functional Skills Level 2 course * Vocational course |

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| **Are there any costs and what do I need to bring?**   * There are no costs for this course. * You will need to bring a pen and a folder to keep your work in |

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| **What support is available?**  We will discuss your support needs when you have an assessment. |