

ALS Scoping Document

Appendix 1 - ALS Course Scoping Document

Notes:

* Latest End date of Course is Friday 13/07/2018

* See Fee Policy for guidance on fees

Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
Discrete Functional Skills English / GCSE courses (Accredited Programmes)							
Reading and writing for beginners	RWB	48 GLH	8-10 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - beginner reader/ writers	RARPA	A non-accredited course for beginner readers and writers.
Preparation for Functional English Entry Level 1	PREP-FEEL1	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	RARPA	A non-accredited course for people interested in going on to do a Functional Skills qualification at this level.
Functional English Entry Level 1	FE-EL1	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	BIS approved Functional Skills qualification e.g. Edexcel, City and Guilds, NOCN, OCR	A nationally recognised 'starter' qualification.
Preparation for Functional English Entry Level 2	PREP-FE-EL2	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	RARPA	A non-accredited course for people interested in going on to do a Functional Skills qualification at this level.
Functional English Entry Level 2	FE-EL2	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	BIS approved Functional Skills qualification e.g. Edexcel, City and Guilds, NOCN, OCR	A nationally recognised 'starter' qualification.
Preparation for Functional English Entry Level 3	PREP-FE-EL3	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	RARPA	A non-accredited course for people interested in going on to do a Functional Skills qualification at this level.
Functional English Entry Level 3	FE-EL3	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	BIS approved Functional Skills qualification e.g. Edexcel, City and Guilds, NOCN, OCR	A nationally recognised 'starter' qualification.
Preparation for Functional English Level 1	PREP-FE-L1	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	RARPA	A non-accredited course for people interested in going on to do a Functional Skills qualification at this level.
Functional English Level 1	FE-L1	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	BIS approved Functional Skills qualification e.g. Edexcel, City and Guilds, NOCN, OCR	A nationally recognised qualification (similar to GCSE grade D-G).
Preparation for Functional English Level 2	PREP-FE-L2	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	RARPA	A non-accredited course - for people interested in going on to do a Functional Skills qualification at this level.
Functional English Level 2	FE-L2	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	BIS approved Functional Skills qualification e.g. Edexcel, City and Guilds, NOCN, OCR	A nationally recognised qualification (similar to GCSE grade A*-C).
Fast Track Functional English Level 1	FAST-FE-L1	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	BIS approved Functional Skills qualification e.g. Edexcel, City and Guilds, NOCN, OCR	Aimed at highly competent learners who do not need a 'preparation course' before starting their Functional Skills English qualification.
Fast Track Functional English Level 2	FAST-FE-L2	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	BIS approved Functional Skills qualification e.g. Edexcel, City and Guilds, NOCN, OCR	Aimed at highly competent learners who do not need a 'preparation course' before starting their Functional Skills English qualification.
GCSE in English	GCSE-ENGLISH	144 GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	GCSE Qualification	Aimed at highly competent learners who will be ready to take this exam after a year of study.
Contextualised Functional Skills English courses							
English and ICT (Entry 3)	FE-ICT	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people interested in learning more about ICT whilst improving their English skills.	BIS approved Functional Skills qualification e.g. Edexcel, City and Guilds, NOCN, OCR or RARPA	Accredited or non-accredited course possible.
English and Maths (Entry 3)	FE-MATHS	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people interested in learning more about maths whilst improving their English skills.	BIS approved Functional Skills qualification e.g. Edexcel, City and Guilds, NOCN, OCR or RARPA	Accredited or non-accredited course possible.
English and Local History (Entry 3)	FE-HISTORY	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people interested in learning more about local history whilst improving their English skills.	BIS approved Functional Skills qualification e.g. Edexcel, City and Guilds, NOCN, OCR or RARPA	Accredited or non-accredited course possible.

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Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
ALS Programmes							
English Skills for Working in an Office (Entry 3)	ENG-OFFICE	48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people interested in working in an office.	BIS approved Functional Skills qualification e.g. Edexcel, City and Guilds, NOCN, OCR or RARPA	Accredited or non-accredited course possible.
English and Catering (Entry level)	FE-CATERING	24 or 48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people interested in learning more about cooking whilst also improving their English skills.	RARPA	A non-accredited course. Preparation for progression route to Food Safety & Hygiene and working in the industry
English book club	FE-READING	24 or 48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people especially interested in reading and books.	RARPA	A non-accredited course.
English and Sewing Skills (Entry level)	FE-SEWING	24 or 48 GLH	10 to 12 depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people interested in learning more about sewing whilst improving their English skills. Also suitable for people interested in working in the fashion industry.	RARPA	A non-accredited course.
English Awards / Units (accredited bridging programmes)							
Awards in English skills - reading, writing or speaking and listening (E1-L2)	AWARDS	10-60 GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group	BIS approved Functional Skills qualification e.g. Edexcel, City and Guilds, NOCN, OCR	Bite-sized qualifications from various exam boards.
English workshops and short courses - We are open to other ideas should you have a proposal for a Functional English course in the community.							
Punctuation workshop	PUNC-WS	4GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people wishing to brush up their knowledge of punctuation.	RARPA	A short, non-accredited course to run in the summer term.
Letter and emails writing workshop	LETTER-WS	4GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people wishing to brush up their letter and email writing skills.	RARPA	A short, non-accredited course to run in the summer term.
Filling forms workshop	FORMS-WS	4GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people wishing to brush up their form-filling skills.	RARPA	A short, non-accredited course to run in the summer term.
Spelling workshop	SPELLING-WS	4GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people wishing to brush up their spelling skills.	RARPA	A short, non-accredited course to run in the summer term.
Grammar workshop	GRAMMAR-WS	4GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people wishing to brush up their knowledge of English grammar.	RARPA	A short, non-accredited course to run in the summer term.
Library workshop	LIBRARY-WS	4GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people wishing to join the library and find out more about what the libraries in Hackney have to offer.	RARPA	A short, non-accredited course to run in the summer term.
Exam revision workshops (E1-L2)	REVISION-WS	4GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - learners who need an extra revision class before taking (or re-taking) Functional Skills exams.	RARPA	A short, non-accredited course to run in the summer term.
English and ICT taster	FE-ICT-TASTER	4GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people possibly interested doing an English and ICT course during 2018-19.	RARPA	A short, non-accredited, introductory course to run in the summer term.
English and Maths taster	FE-MATHS-TASTER	4GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people interested doing an English and Maths course during 2018-19.	RARPA	A short, non-accredited, introductory course to run in the summer term.
English and Local History taster	FE-HISTORY-TASTER	4GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people interested doing an English and Local History course during 2018-19.	RARPA	A short, non-accredited, introductory course to run in the summer term.
English Skills for Working in an Office taster	ENG-OFFICE-TASTER	4GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people interested doing an English for working in an office course during 2018-19.	RARPA	A short, non-accredited, introductory course to run in the summer term.
English and Sewing Skills taster	FE-SEWING	4GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification. QTLS preferred.	ALS Target group - people interested doing an English and Sewing Skills course during 2018-19.	RARPA	A short, non-accredited, introductory course to run in the summer term.
Functional Skills -Mathematics							
Entry 1 Functional Skills in Mathematics	FME1	45 - 48 GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification	ALS Target group	Full qualification. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR	Equal representation across the borough AM, PM, evening and weekends
Entry 2 Functional Skills in Mathematics	FME2	45-48 GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification	ALS Target group	Full qualification. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR	Equal representation across the borough AM, PM, evening and weekends

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ALS Programmes							
Entry 3 Functional Skills in Mathematics	FME3	45-48 GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification	ALS Target group	Full qualification. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR	Equal representation across the borough AM, PM, evening and weekends
Level 1 Functional Skills in Mathematics	FML1	45-48 GLH	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification	ALS Target group	Full qualification. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR	Equal representation across the borough AM, PM, evening and weekends
Level 2 Functional Skills in Mathematics	FML2	45-48 GLH (T&L = 15 weeks)	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification	ALS Target group	Full qualification. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR	Equal representation across the borough AM, PM, evening and weekends
Functional Maths with IT skills	FMIT	48 GLH for Maths + GLH for appropriate IT qualification	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification	ALS Target group	Full qualification. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR	Equal representation across the borough AM, PM, evening and weekends
Bridging Entry Level 1/2/3 Functional Skills in Mathematics	BFMEntry	30 GLH each level (T&L = 8 weeks)	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification	ALS Target group	Full qualification. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR	Equal representation across the borough AM, PM, evening and weekends
Bridging Level 1 Functional Skills in Mathematics	BFML1	24 GLH (T&L = 8 weeks)	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification	ALS Target group	Full qualification. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR	Equal representation across the borough AM, PM, evening and weekends
Bridging Level 2 Functional Skills in Mathematics	BFML2	24 GLH (T&L = 8 weeks)	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification	ALS Target group	Full qualification. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR	Equal representation across the borough AM, PM, evening and weekends
Summer School Functional Skills in Mathematics	SSFm	32 GLH (T&L = 8 weeks)	10 to 12 Depending on room size	DTLLS or equivalent + Subject Specialism qualification	ALS Target group	Full qualification. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR	Equal representation across the borough AM, PM, evening and weekends
GCSE Maths							
GCSE Maths	GSSEM	120 GLH	10 to 12 Depending on room size	PGCSE / DTLLS or equivalent + Subject Specialism qualification	ALS Target group	100% GCSE Qualification	Equal representation across the borough AM, PM, evening and weekends

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ALS Programmes							
Contextualised Mathematics							
Mathematics for Catering	CNL	48 GLH (T & L Mathematics 15 GLH inclusive)	10 to 12 Depending on room size	DTLLS or Equivalent + Subject Specialism + working knowledge/qualification for vocational aspect	ALS Target group	Full Mathematics or Literacy qualification recognised BIS + vocational qualification (Level 2 or Level 3 Award in Food Safety in Catering) City and Guilds, ASCEBTIS or CIEH etc	Equal representation across the borough AM, PM, evening and weekends Preparation for Food Safety & Hygiene and working in the sector
Mathematics for Building Services	BSNL	48 GLH (T & L Mathematics 15 GLH inclusive)	10 to 12 Depending on room size	DTLLS or Equivalent + Subject Specialism + working knowledge/qualification for vocational aspect	ALS Target group	Full Mathematics or Literacy qualification recognised BIS + vocational qualification (ABC Level 1 Award in Building Services-Engineering) ABC	Equal representation across the borough AM, PM, evening and weekends
Mathematics for Childcare	FSCLN	48 GLH (T & L Mathematics 15 GLH inclusive)	10 to 12 Depending on room size	DTLLS or Equivalent + Subject Specialism + working knowledge/qualification for vocational aspect	ALS Target group	Full Mathematics or Literacy qualification recognised BIS + vocational qualification (Entry 3 BTEC Award in First Steps in Childcare) Edexcel or Level One BTEC Award in Introduction to Childcare Edexcel	Equal representation across the borough AM, PM, evening and weekends
Functional Skills contextualised in Retail Knowledge	RLN	48 GLH for Maths + 47 GLH for the Award in Retail Knowledge	10 to 12 Depending on room size	DTLLS or equivalent + subject specialism + vocational experience essential	ALS Target group	Full Mathematics or Literacy/Functional English qualification recognised by BIS + vocational qualification (Level 1 or Level 2 Award in Retail knowledge from OCR)	Preparation for working in the retail sector. Equal representation across the borough AM, PM, evening and weekends
Mathematics for Customer Service	CSLN	GLH TBC (T & L Mathematics 15 GLH inclusive)	10 to 12 Depending on room size	DTLLS or Equivalent + Subject Specialism + working knowledge/qualification for vocational aspect	ALS Target group	Full Mathematics or Literacy qualification recognised BIS + vocational qualification (Award in Customer Service) City and Guilds	Preparation for working in the customer service sector. Equal representation across the borough AM, PM, evening and weekends
Stories and number: History and maths	HMSN	GLH TBC ((T & L Mathematics 15 GLH inclusive)	8 to 12 Depending on room size	DTLLS or Equivalent + Subject Specialism + working knowledge/qualification for vocational aspect	ALS Target group	Full Mathematics or Literacy qualification recognised BIS + vocational qualification (Level 2 Award in Preparing to Support Learning) CACHE NCFE	Preparation for working in the education sector e.g. Teaching Assistant. Equal representation across the borough AM, PM, evening and weekends
Functional Skills for Supporting Learning	SLLN	GLH TBC ((T & L Mathematics 15 GLH inclusive)	8 to 12 Depending on room size	DTLLS or Equivalent + Subject Specialism + working knowledge/qualification for vocational aspect	ALS Target group	Full Mathematics or Literacy qualification recognised BIS + vocational qualification (Level 2 Award in Preparing to Support Learning) CACHE NCFE	Preparation for working in the education sector. Equal representation across the borough AM, PM, evening and weekends
Mathematics for any vocationally linked subject (e.g. Cleaning, leisure, Food Safety, Construction, Beauty and Hair Care, etc)	LNEVOC	48 GLH for Maths + GLH for the Vocational Course from the Awarding Body	10 to 12 Depending on room size	DTLLS or Equivalent + Subject Specialism + working knowledge/qualification for vocational aspect	ALS Target group	Full qualifications. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR + Vocational Qualification	Preferred vocational subjects: Hospitality, Construction, Business, Painting & Decorating, Nail Care. Equal representation across the borough AM, PM, evening and weekends
Money management	MMm	48 GLH for Maths	10 to 12 Depending on room size	DTLLS or Equivalent + Subject Specialism + working knowledge/qualification for vocational aspect	ALS Target group	Full qualifications. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR + Vocational Qualification	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Family maths	FmP/Cc	48 GLH for Maths	10 to 12 Depending on room size	DTLLS or Equivalent + Subject Specialism + working knowledge/qualification for vocational aspect	ALS Target group	Full qualifications. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR + Vocational Qualification	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Recipes, Cooking and Calculation	RCCm	48 GLH for Maths	10 to 12 Depending on room size	DTLLS or Equivalent + Subject Specialism + working knowledge/qualification for vocational aspect	ALS Target group	Full qualifications. All funded Adult Mathematics programmes must be BIS accredited e.g. Edexcel, City and Guilds, OCR + Vocational Qualification	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Entry 2 ESOL (Incorporating Mathematics) Bridging Course	FSMESOLE2	GLH TBC (T & L Mathematics 15 GLH inclusive)	12 - 15 depending on room size	PGCE DTLLS or Equivalent + ESOL Subject Specialism (Team Teach)	ALS Target group	ESOL Skills for Life - Full qualification (speaking, listening, reading and writing) offered by Cambridge ESOL, City and Guilds Edexcel, EDI, NOCN, ESB or Trinity	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Mathematics Functional Skills Entry Level and ESOLRARPA	FSMESOL	144 GLH (T & L Mathematics 15 GLH inclusive)	12 - 15 depending on room size	PGCE DTLLS or Equivalent + ESOL Subject Specialism (Team Teach)	ALS Target group	Full Mathematics or Literacy qualification recognised BIS + vocational qualification (Award in Customer Service) City and Guilds	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Mathematics in the environment including mathematics and Art.	FSMand En	48 GLH (T & L Mathematics 15 GLH inclusive)	12 - 15 depending on room size	PGCE DTLLS or Equivalent + Subject Specialism (Team Teach)	ALS Target group	Full Mathematics or Literacy qualification recognised BIS + vocational qualification (Award in Customer Service) City and Guilds	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Mathematics Workshops							
Saving Money	SMMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Keeping Learning, Keeping Healthy (Brain gym activities)	KLKHMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Saving Energy, Saving Money	SESMMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends

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ALS Programmes							
ESOL and maths an Introduction	ESOLMMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
ICT and maths an Introduction	ICTMMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Spreadsheets and maths an introduction	SPMMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Spreadsheets and maths for self-employment	SPSEMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Presenting Information (ICT and maths)	PRESMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Finding ways to save money on-line (ICT and maths)	SMONMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Infographics (ICT and maths)	InfMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + Subject Specialism (Team Teach)	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Preparing a Budget (ICT and maths)	PREPBMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + ESOL Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Taster maths	TMMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + ESOL Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Finding Information on-line(ICT and maths)	FIMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + ESOL Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Money Matters to me	MMMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + ESOL Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Shopping and Saving	SHSMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + ESOL Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Time Management	TMANMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + ESOL Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Introduction to maths G.C.S.E.	INGCEMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + ESOL Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
maths in the National Curriculum	MINNCMW	2 GLH	12 - 15 depending on room size	PGCE DTLLS or Equivalent + ESOL Subject Specialism	ALS Target group	N/A	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Discrete ESOL Courses							
Entry 1 ESOL full mode	ESOL E1 FM	144 GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + QTLS	ALS Target Groups on income-based benefits	ESOL Skills for Life - Full qualification (speaking, listening, reading and writing).	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Language and Community for ESOL Learners Entry 1	LC ESOL E1	144 GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + QTLS	ALS Target Groups on income-based benefits	RARPA	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Entry 2 ESOL full mode	ESOL E2 FM	144 GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + QTLS	ALS Target Groups on income-based benefits	ESOL Skills for Life - Full qualification (speaking, listening, reading and writing).	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Language and Community for ESOL Learners Entry 2	LC ESOL E2	144 GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + QTLS	ALS Target Groups on income-based benefits	RARPA	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Entry 3 ESOL full mode	ESOL E3 FM	144 GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + QTLS	ALS Target Groups on income-based benefits	ESOL Skills for Life - Full qualification (speaking, listening, reading and writing).	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Language and Community for ESOL Learners Entry 3	LC ESOL E3	144 GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + QTLS	ALS Target Groups on income-based benefits	RARPA	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM

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ALS Programmes							
Level 1 ESOL full mode	ESOL L1 FM	144 GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + QTLS	ALS Target Groups on income-based benefits	ESOL Skills for Life - Full qualification (speaking, listening, reading and writing).	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Language and Community for ESOL Learners Level 1	LC ESOL L1	144 GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + QTLS	ALS Target Groups on income-based benefits	RARPA	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Contextualised ESOL Courses: Example of courses follows but we are open to other ideas							
Cooking for ESOL Learners Entry level	CookESOL	48 GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + working knowledge or qualification for vocational subject + QTLS	ALS Target Groups on income-based benefits interested in gaining more knowledge of cooking.	RARPA	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Local History for ESOL Learners E3	LH ESOL E3	144 GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + working knowledge or qualification for additional subject + QTLS	ALS Target Groups on income-based benefits interested in gaining more knowledge of local history.	RARPA	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Childcare for ESOL Learners E3	ChCare ESOL E3	144 GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + working knowledge or qualification for additional subject + QTLS	ALS Target Groups on income-based benefits interested in gaining more knowledge of childcare.	ESOL Skills for Life - Full qualification (speaking, listening, reading and writing).	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Literature for ESOL Learners Entry level	LiteratESOL	48GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + working knowledge or qualification for additional subject + QTLS	ALS Target Groups on income-based benefits interested in gaining more knowledge of literature.	RARPA	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Photography for ESOL learners Entry level	Photo ESOL	48 GLH	12 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + working knowledge or qualification for additional subject + QTLS	ALS Target Groups on income-based benefits interested in gaining more knowledge of photography.	RARPA	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Act ESOL	ACT ESOL	48 GLH	13 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + working knowledge or qualification for additional subject + QTLS	ALS Target Groups on income-based benefits interested in gaining more knowledge of photography.	RARPA	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
Maths for ESOL learners Entry Level	MATHS ESOL	144 GLH	13 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + working knowledge or qualification for additional subject + QTLS	ALS Target Groups on income-based benefits interested in gaining more knowledge of ICT.	RARPA/Maths qualification	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM
ICT for ESOL learners Entry level	ICT 4 ESOL	144 GLH	13 - 15 depending on room size	DTLLS or Equivalent + ESOL Subject Specialism + working knowledge or qualification for additional subject + QTLS	ALS Target Groups on income-based benefits interested in gaining more knowledge of ICT.	ESOL Skills for Life - Full qualification (speaking, listening, reading and writing).	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM and/or PM

ALS Scoping Document

Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
ALS Programmes							
ICT Formal Courses							
Accredited ICT for Users Entry 3	ICTEN	48 GLH Min 5wks for OCR Entry 48-54 GLH Min 6wks (depending on units) for Start IT-ITQ + EdExcel Entry	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	<p>City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF) LARef: 500/5886/1, OCR Entry Level Award in Using ICT (Entry 3) (QCF) LARef: 500/5694/3, EDEXCEL BTEC Entry Level Award for IT Users (ITQ) (Entry 3) (QCF) LARef: 500/6570/1</p> <p>C&G Functional Skills qualification in Information and Communication Technology (ICT) at Entry 3 (3748) LARef: 50106387 OCR Entry Level Award in Using ICT (Entry 3) (01679) LARef: 500/5694/3 OCR Functional Skills Qualification in Information and Communication Technology (ICT) at Entry 3 (09875) LARef:500/8473/2 Edexcel Award in Functional Skills Information and Communication Technology (ICT) (Entry 3) LARef: 500/8500/1 or other</p> <p>*ESFA approved equivalent Entry 3 qualification. Check the validity of programmes and confirm the Learning Aim Reference No at https://des.imservices.org.uk/Learning Aims/</p> <p>*Note: funding must be extended beyond 31/08/16 QCF units delivered must be at Entry Level</p>	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Accredited ICT for Users Level 1	ICTL1	72GLH (Min 20 GLH per unit or module) Min 8wks	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	<p>City & Guilds Level 1 Award for IT Users - ITQ (QCF) LARef: 500/6805/2,</p> <p>OCR Level 1 ITQ Award in IT User Skills (QCF) LARef: 500/6684/5, OCR Level 1 ITQ Certificate in IT User Skills (QCF) LARef: 500/6683/3, BCS Level 1 Award in IT User Skills (ECDL Essentials) (ITQ) (QCF) LARef: 500/6226/8, BCS Certificate in IT User Skills (ITQ) (QCF) LARef: 500/6276/1 or other</p> <p>*ESFA approved equivalent Level 1 qualification. Check the validity of programme and confirm the Learning Aim Reference No at https://des.imservices.org.uk/Learning Aims/</p> <p>*Note: funding must be extended beyond 31/08/16 QCF units delivered must be at Level 1</p>	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Accredited ICT for Users Level 2	ICTL2	126GLH - 4 units (Min 30 GLH per unit or module) Min 10wks	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	<p>City & Guilds Level 2 Certificate for IT Users - ITQ (QCF) LARef: 500/6724/2, OCR Level 2 ITQ Certificate in IT User Skills (QCF) LARef: 500/6743/6,</p> <p>BCS Level 2 Certificate in IT User Skills (ECDL Extra) (ITQ) (QCF) LARef: 500/6242/6, ECDL Certificate in IT User Skills (QCF) LARef: 601/1237/2 or</p> <p>*ESFA approved equivalent Level 2 qualification. Check the validity of programmes and confirm the Learning Aim Reference No at https://des.imservices.org.uk/Learning Aims/</p> <p>*Note: funding must be extended beyond 31/08/16 QCF units delivered must be at Level 2</p>	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Accredited ICT Practitioners Level 1	ICTL1P	85 GLH Min 10wks	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	<p>*City and Guilds Award in ICT Systems Support - PC Maintenance (QCF) LARef: 501/1174/7 or ESFA approved equivalent.</p> <p>*Note: funding must be extended beyond 31/08/16</p>	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Accredited ICT Practitioners Level 2	ICTL2PH	Variable depending on units Max 135 GLH Min 14wks	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	<p>*OCR Award in ICT Systems and Principles for Practitioners (PROCOM) (QCF) LARef: 600/1389/8 or</p> <p>*ESFA approved equivalent qualification.</p> <p>Software, Hardware, Web fundamentals or Networking unit combination.</p> <p>*Note: funding must be extended beyond 31/08/16</p>	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends

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Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
ALS Programmes							
Accredited ICT Other Entry - Level 2	ICTOTH	Min GLH recommended by awarding body	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Accredited courses leading to ESFA approved qualifications on the following will be considered: Desktop Publishing Adobe Photoshop Web Page Design (using Dreamweaver, Flash, etc) Adobe Acrobat Digital cameras & Photo Editing Computer Animations (using Flash MX) 100% ESFA approved qualifications.	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Embedded ICT in vocational subject	ICTEMVO	Min GLH recommended by awarding body	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	e.g. ICT + Office skills or Customer Service or Literacy or Numeracy or Sound Engineering or Film Production, etc.	Other subjects to be considered.
Digital Employability Entry 3	ICTDEE3	60 GLH Min 6wks	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	OCR Entry Level Award in Digital Employability (Entry 3) (VRQ) LARef: 601/6297/1 *ESFA approved equivalent Entry 3 qualification. Check the validity of programmes and confirm the Learning Aim Reference No at https://des.imservices.org.uk/Learning Aims/ *Note: funding must be extended beyond 31/08/16 QCF units delivered must be at Entry 3 Level	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Digital Employability Level 1	ICTDEL1	70 GLH Min 6wks	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	OCR Level 1 Award in Digital Employability (VRQ) LARef: 601/6298/3 *ESFA approved equivalent Entry 3 qualification. Check the validity of programmes and confirm the Learning Aim Reference No at https://des.imservices.org.uk/Learning Aims/ *Note: funding must be extended beyond 31/08/16 QCF units delivered must be at Level 1	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Non Accredited Formal ICT Workshops - (Examples given but open to negotiation)							
ICT skills for Jobsearch	ICTJOBSE	Min 9 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Learn to use the Internet to search for jobs and apply online	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
ICT skills for CV Creation	ICTJOBVCV	Min 9 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Learn to use Word to create CVs & cover letters	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Troubleshoot common computer problems	ICTPCPROB	Min 9 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Computer freezing, printer not working, failure to access internet and e-mail, understanding viruses and removing them, optimising speed, identifying basic computer problems	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
PC Maintenance	ICTPCMAIN	Min 9 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Computer parts and their function, installing and configuring operating systems and drivers, troubleshooting & maintenance	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Create your own Blog	ICTBLOG	Min 9 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	e.g. Wordpress, e-blogger	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Using Social Media	ICTSMEDIA	Min 3 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Introduction to Facebook, Twitter and Flickr	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Using Google Apps	ICTGAPPS	Min 3 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Learn about Google: docs, gmail, calendar, maps, YouTube	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Internet Safety	ICTISAFETY	Min 3 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Identify the potential risks to yourself and to children. Protect yourself and your personal information online	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Computer Safety for parents	ICTSAFEPARENTS	Min 9 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Safeguarding against Grooming, Cyberbullying, Social Media	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends

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Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
ALS Programmes							
Making the most of your mobile phone	ICTMOBILEOS	Min 3 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Learn to be more productive using text, maps, wifi spots, protecting your mobile and saving battery	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Using SMART phones to take pictures & Photo Editing	ICTPICTED	Min 9 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Edit in Picassa, Photoshop, Paintshop Pro, Instagram or other	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Using the Internet on SMART phones and Notebooks	ICTMOBILEINT	Min 9 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Learn how to use the Internet on mobile devices	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Launching an online business	ICTONBUSINESS	Min 9 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	How to setup, market and fullfil orders online	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Other Non-Accredited ICT workshops	ICTNAOTHER	Min 9 GLH Max 15GLH	10-14	DTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Desktop Publishing Adobe Photosop Web Page Design (using Dreamweaver, Flash, etc) Adobe Acrobat Digital Cameras & Photo Editing, Video Editing, Computer Animations (using Flash MX) File Management	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Non Formal ICT Workshops - (Examples given but open to negotiation)							
Update your CV	ICTUPCV	Min 3 GLH Max 15GLH	10-14	PTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Support learners creating or updating CVs	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Using Social Media	ICTSMEDIA	Min 3 GLH Max 15GLH	10-14	PTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Build up your profile on Facebook, Twitter, and Flickr	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Advanced emails skills	ADVEMAILS	3GLH	10-14	PTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Forward and e-mail, Send e-mail with attachment, Download and save attachment, Delete unwanted e-mails, save contacts into an address book.	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
File management	FILEMAN	3GLH	10-14	PTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups		Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Using Google Apps	ICTGAPPS	Min 3 GLH Max 15GLH	10-14	PTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Practice using Google: docs, gmail, calendar, maps, YouTube	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Ebay	ICTEBAY	Min 3 GLH Max 15GLH	10-14	PTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Setup an account and buy and sell online	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Internet shopping & safety	ICTSHOPSAFE	Min 3 GLH Max 15GLH	10-14	PTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Explore online shopping and safety issues	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Fun apps with mobile phones	ICTMOBILEOS	Min 3 GLH Max 15GLH	10-14	PTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Explore fun apps to Listen to music, podcasts, take photos & videos, watch TV, You tube	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Using SMART phones to take pictures & Photo Editing	ICTPICTED	Min 3 GLH Max 15GLH	10-14	PTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Edit in Picassa, Photoshop, Paintshop Pro, Instagram or other	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Using the Internet on SMART phones and Notebooks	ICTMOBILEINT	Min 3 GLH Max 15GLH	10-14	PTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups	Get support when using the Internet on mobile devices	Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends
Other Non Formal ICT workshops	ICTNFOTHER	Min 3 GLH Max 15GLH	10-14	PTLLS or Equivalent + ICT Subject Specialism (Level 3)	ALS Target Groups		Eligibility rules apply. Evidence must be obtained. Equal representation across the borough AM, PM, evening and weekends

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Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
ALS Programmes							
Community Learning courses, including Vocational courses and Arts Media & publishing (AMP)							
AMP could include any of the following: Dance, Dramatic Arts, Music, Fine Arts, Crafts, Design, Media, Communication, Information Services, Writing and Journalism, Publishing							
Enrichment programmes for learners with Learning Difficulties and Disabilities	PLDD	> 9 GLH	8 to 10	DTLLS or equivalent + subject specialism for formal programmes. Subject expertise + AET for informal programmes.	Adult learners with LDD and other disabilities	Accredited or non-accredited e.g. Preparation for Life and Work	Equal representation across the borough AM, PM, evening and weekends
Enrichment programmes for learners with Mental Health Difficulties	PLMHD	> 9 GLH	8 to 10	DTLLS or equivalent + subject specialism for formal programmes. Subject expertise + AET for informal programmes.	Adult learners with Mental Health difficulties	Accredited or non accredited	Equal representation across the borough AM, PM, evening and weekends
Arts Media & Publishing, including any of the following: Dance, Dramatic Arts, Music, Fine Arts, Crafts, Design, Media, Communication, Information Services, Writing and Journalism, Publishing	AMP	> 9 GLH	10 to 12	DTLLS or equivalent + subject specialism for formal programmes. Subject expertise + AET for informal programmes.	ALS Target group	Formal courses to lead to a progression into current LAD approved BIS qualification up to Level 2	Equal representation across the borough AM, PM, evening and weekends
Leisure, Travel & Tourism, including any of the following: Sport, Leisure and Recreation, Travel and Tourism	LTT	> 9 GLH	10 to 12	DTLLS or equivalent + subject specialism for formal programmes. Subject expertise + AET for informal programmes.	ALS Target group	Formal courses to lead to a current LAD approved BIS qualification up to Level 2	Equal representation across the borough AM, PM, evening and weekends
Engineering, Manufacturing Technologies, including any of the following areas: Engineering, Manufacturing Technologies, Printing, Motor Vehicle, Transportation	EMT	> 9 GLH	10 to 12	DTLLS or equivalent + subject specialism for formal programmes. Subject expertise + AET for informal programmes.	ALS Target group	Formal courses to lead to a current LAD approved BIS qualification up to Level 2	Equal representation across the borough AM, PM, evening and weekends
Personal Finance (incl Money Management, Family Learning)	PF	30 GLH	10 to 12	DTLLS or Equivalent + subject Specialism	ALS Target Group	Formal courses to lead to a current BIS approved qualification up to Level 2	Equal representation across the borough AM, PM, evening and weekends
Nutrition and Health	NUA	30 GLH	10 to 12	DTLLS or equivalent + subject specialism.	ALS Target Group	RARPA	Equal representation across the borough AM, PM, evening and weekends
Exercising for older people with disabilities	PEN	>20 GLH	10 to 14	DTLLS or equivalent + subject specialism	ALS Target Group	RARPA	Equal representation across the borough AM, PM, evening and weekends
Healthy Eating/Lifestyle Workshop	HEATEAT	> 9 GLH	15 - 20	DTLLS or equivalent + subject specialism for formal programmes. Subject expertise + AET for workshops and informal programmes.	ALS Target group	Level 2 Award in Healthier Food and Special Diets (C&G, CIEH, RIPH, RSPH, ASET. Certificate of attendance for informal programmes.	Equal representation across the borough AM, PM, evening and weekends
Watersports for learners with disabilities	RET	48 GLH	10-12 GLH	DTLLS or equivalent + subject specialism for formal programmes. Subject expertise + AET for workshops and informal	ALS Target Group	British Canoe Union (BCU) Award 1 Star/ 2 Star/ 3 Star	Equal representation across the borough AM, PM, evening and weekends

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Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
ALS Programmes							
French, Spanish, Arabic, Turkish or Italian short course	FISHORT	60 - 119 GLH	10 to 12	DTLLS or equivalent + subject specialism	ALS Target groups	Entry Level French (AQA), Entry Level Italian, Entry Level Spanish	Equal representation across the borough AM, PM, evening and weekends
Counselling	WS	>9 GLH	10-12 learners	AET / subject specialism	ALS target group	Award or certificate in counselling skills (QCF) from BIS approved Awarding Body	Equal representation across the borough AM, PM, evening and weekends
Horticulture/Gardening	CP	> 27 GLH	10-12 learners	AET / subject specialism	ALS target group	Certificate of attendance	Equal representation across the borough AM, PM, evening and weekends
Vocational courses							
Enterprise & Employability OR Employability and Personal Development	EMEN	100 GLH	10 to 12	DTLLS or equivalent/Current Assessor Award + subject specialism	ALS Target Group	L1 Award in Enterprise & Employability (AQA)/ or Entry 2/3 Award in Employability and Personal Development (City & Guilds)	Equal representation across the borough AM, PM, evening and weekends
Employability / Confidence building workshops	ECW	>9 GLH	10-15 learners	AET + subject specialism	ALS Target Group	Certificate of attendance	Equal representation across the borough AM, PM, evening and weekends
Level 1 - Award in introduction to Employment in the Hospitality Industry for local employment opportunities	HOS	62-70 GLH	10 to 12	DTLLS or equivalent/Current Assessor Award + subject specialism	ALS Target Group	L1 Award in Introduction to Employment in the Hospitality Industry (QCF) C&G; L1 Award in Introduction to the Hospitality Industry (QCF) C&G; L1 BTEC Award in Introduction to the Hospitality Industry (QCF) Edexcel;	Equal representation across the borough AM, PM, evening and weekends
Retail for local employment opportunities	RET	47-55	10 to 12	DTLLS or equivalent/Current Assessor Award + subject specialism	ALS Target Group	BTEC Award in Retail Knowledge (L1)	Equal representation across the borough AM, PM, evening and weekends
Employability Skills/Employability and Personal Development - Planning for Life and Work	GE	36 -90 GLH (depending on the Award)	10-12 learners	DTLLS or equivalent/Current Assessor Award + subject specialism	ALS Target Group	CACHE Level 1; ASDAN; OCN; NOCN; City & Guilds; OCR; NCFE)	Equal representation across the borough AM, PM, evening and weekends
Certificate in Supporting Teaching and Learning in Schools (QCF) for local employment opportunities	SWS	180 GLH	12-15 learners	DTLLS or equivalent/Current Assessor Award + subject specialism	ALS Target Group	Certificate in Supporting Teaching and Learning in Schools (QCF) (C&G, NCFE)	Equal representation across the borough AM, PM, evening and weekends
Hospitality and catering for local employment opportunities	HC	48 - 60 GLH	10 learners	DTLLS or equivalent/Current Assessor Award + subject specialism	ALS Target Group	Award in skills for Hospitality and Catering (Entry 3; L1)	Equal representation across the borough AM, PM, evening and weekends
Hospitality and Catering Principles (Front of House Reception)	HC2	97 GLH	10 -15 learners	DTLLS or equivalent/Current Assessor Award + subject specialism	ALS Target Group	Level 2 Award in Hospitality and Catering Principles (Front of House Reception) (QCF) e.g. City & Guilds Awarding Org aim ref: 500/6586/5	Equal representation across the borough AM, PM, evening and weekends
Award in Creative Craft using Fashion	CCF	60 GLH	10 -15 learners	DTLLS or equivalent/Current Assessor Award + subject specialism	ALS Target Group	L1/L2 Award in Creative Craft using Fashion (QCF) Guided Learning Hours: 60 Ref: 50062827 & Ref: 50070368	
Health and Fitness	HF	55 GLH	12-20 depending on pre-approved training venue	AET (AET) + subject specialism	ALS Target Group	QCF qualification (e.g. Award in the Principles of Health and Fitness /Certificate in Healthy Living and Fitness)	Equal representation across the borough AM, PM, evening and weekends

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Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
ALS Programmes							
Food Safety in Catering for local employment opportunities	FSC	9 GLH	12-15 learners	AET (AET) + subject specialism	ALS Target Group	Award in Food Safety for Retail (QCF)	Equal representation across the borough AM, PM, evening and weekends
Emergency First Aid at Work	EFA	10 GLH Max	12 learners	AET (AET) + subject specialism	ALS Target Groups	Award in Emergency Firsts Aid at Work (QCF)	Equal representation across the borough AM, PM, evening and weekends
Award in Caring for Children	CC	60 - 85 GLH	10-12 learners	DTLLS or equivalent/Current Assessor Award + subject specialism	ALS Target Groups	BTEC Award in Caring for Children (E3/L1) C&G, NCFE	Equal representation across the borough AM, PM, evening and weekends
Cleaning for local employment opportunities	CLG	60	10-12 Learners	DTLLS or equivalent/Current Assessor Award + subject specialism	ALS Target Groups	Award in Practical Cleaning (Entry 3/L1) (QCF)	Equal representation across the borough AM, PM, evening and weekends
Family Learning (Wider Family Learning) These must be joint Adult- child sessions							
FAMILY ENGLISH, MATHS AND LANGUAGE (FEML) COURSES							
Fun with Numbers	FWNFL	14 GLH	10-12 depending on room size	PGCE and experience of teaching FL programmes	<ol style="list-style-type: none"> Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications More fathers to engage and participate in learning activities with their children Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives Families of children with poor school attendance Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	This course aims to provide a relaxed learning environment to discuss fun ways to support your child with numeracy. You will have opportunities to make fun crafts and number activities with your child. Parents/carers will be given information on further family learning opportunities and other numeracy courses for parents.
Supporting your child with reading	SCRFL	14 GLH	10-12 depending on room size	PGCE and experience of teaching FL programmes	<ol style="list-style-type: none"> Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications More fathers to engage and participate in learning activities with their children Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives Families of children with poor school attendance Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	This course aims to provide a relaxed learning environment to discuss fun ways to support your child with literacy. You will have opportunities to make fun crafts and participate in a range of fun and creative literacy activities with your child. Parents/carers will be given information on further family learning opportunities and other literacy courses for parents.

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Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
ALS Programmes							
Family Maths	FMFL	30 GLH	10-15 depending on room size	PGCE and numeracy subject specialism experience of teaching FL programmes	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	To raise standards of numeracy for both parents and children. To extend parents' skills in supporting their children's learning. To offer parents the opportunity to work towards the OCR Functional Skills units.
Family English	FEFL	30 GLH	10-15 depending on room size	PGCE and literacy subject specialism experience of teaching FL programmes	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	This course gives parents who have not previously obtained a literacy qualification the opportunity to work on their own literacy skills and work towards the OCR Functional skills units.
Keeping up with the children – Maths and English	KCMEFL	14 GLH	10-15 depending on room size	PGCE and experience of teaching FL programmes and knowledge of literacy and numeracy curriculum at primary level	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	To introduce parents/carers to how their children are taught in the literacy/numeracy hour and the daily literacy/numeracy lesson in schools, so they can be confident in supporting them. (These can be delivered by teaching staff at your School/centre)
Family Homework Club	FHC	14 GLH	10-12 depending on room size	PGCE and numeracy subject specialism experience of teaching FL programmes	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	This course aims to provide opportunities for parents and school-age children to develop homework skills and provides opportunities for parents to work towards entry level qualifications or national tests as appropriate.

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Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
ALS Programmes							
Family money management	FMMFL	30 GLH	10-12 depending on room size	PGCE and numeracy subject specialism experience of teaching FL programmes	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 		This course aims to provide opportunities for parents and school-age children to develop financial budgeting skills and provides opportunities for parents to work towards entry level qualifications or national tests as appropriate.
Easy to Read	ETRFL	8 GLH	10-12 depending on room size and resources availability	PGCE and experience of teaching FL programmes	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	This course is designed to help parents understand what it is like for their child who is learning to read and to provide them with the tools to support their child in learning to read
Spanish for Holidays	SFHFL	8 GLH	10-12 depending on room size and resources availability	PGCE and experience of teaching FL programmes	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	This course will be designed for families to get to grips with learning basic phrases and words that they can use whilst on holiday. The course will be delivered in a fun and dynamic manner that both parents and children can learn
WIDER FAMILY LEARNING (WFL) COURSES							
Sewing	FSFL	35GLH	10 depending on room size	PGCE and experience of teaching FL textile programmes	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	Learners have the opportunity to design and create their own item with their children using different textiles and sewing methods. They will also develop new sewing skills and learn about sourcing recyclable materials and have the opportunity to share their own experiences from their cultural background.

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Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
ALS Programmes							
Family Fun and Fitness	FFFL	14 GLH	10-15 depending on room size	PGCE and experience of teaching FL programmes	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	This hula hooping/keep fit course is designed to show benefits of keeping fit through a fun way. Parents and children will have fun learning how to hula and learn new skills at the same time! This course is designed to promote accessible and fun fitness for the whole family, developing parents and children's understanding of healthy eating and maintaining a healthier lifestyle in a fun way!
Mosaic	MFL	14 GLH	10-15 depending on room size	PGCE and experience of teaching FL programmes	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	To introduce learners to a variety of Mosaics. Learners have the opportunity to design and create their own item with their children.
Arts & Crafts	AAC	14 GLH	10-15 depending on room size	PGCE and experience of teaching FL programmes	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	To introduce learners to a variety of arts and crafts through paints, ceramics, beading/jewellery making and scrapbooking. Learners have the opportunity to design and create their own item with their children.
Family Digital Technology	FDNFL	10 GLH	10-15 depending on room size and computer availability	PGCE and ICT subject specialism	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	To enable learners to confidently use technology including digital cameras, mobile phones and internet, through activities such as making a digital photo slideshow. Progression to ICT E3 available.

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Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
ALS Programmes							
Family cooking (cook together, learn together and have fun together)	FCFL	12 GLH	10-12 depending on room size and resources availability	PGCE and subject specialism	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	<p>This course is designed to bring the whole family together to create some wonderful food and enjoy some family time together cooking.</p> <p>A great oppoortunity for real family bonding experience for all involved and create a really fun atmosphere, as everyone gets stuck in, taking some special time to cook and have fun together and learn about different cultures and cuisines.</p>
Fitness for Family	FFL	10 GLH	10 -15 depending on room size	subject specialism	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Children who are achieving less than their potential at nursery or school or in other areas of life 4. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 5. Families of children with poor school attendance 6. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	<p>This course is specifically targeting dads/mums and their children to work together in developing fitness through engaging in various kung fu exercises. This course is designed to bring the whole family together</p>
Family Pottery	FPFL	10 GLH	10-15 depending on room size and availability	PGCE and ceramic subject specialism	<ol style="list-style-type: none"> 1. More fathers to engage and participate in learning activities with their children 2. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 3. Families of children with poor school attendance 4. Families who need support to maintain their culture and language of origin 	rarpa (non-accredited)	<p>A great oppoortunity for real family bonding experience for all involved and create a really fun atmosphere, as everyone gets stuck in.</p>
Family Gardening	FGFL	16 GLH (negotiable)	to be discussed	to be discussed	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children's behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 	RARPA (non-accredited)	<p>To introduce parents and children to the importance of our environment by learning to grow sustainable produce in the school and at home.</p>

FAMILY EARLY YEARS – FOUNDATION STAGE COURSES

ALS Scoping Document

Courses Priorities	Course Priority Codes	Recommended Learning Hours/ Delivery period	Recommended Class Size	Minimum Tutor Qualifications	Target Groups	Recommended Accreditation (where appropriate)	Any other information
ALS Programmes							
EYFS- Supporting families from home to nursery Transition	TRANSFL	8 GLH	10-12 depending on room size	PGCE and extensive knowledge of deliveirng EYFS curriculum	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children’s behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	This course is designed to support parents/carers with the transition period from home to nursery. Parents/carers will have the opportunity to discuss various topics affecting children/families during transition and will further develop their knowledge of the EYFS curriculum and how it will be used to support children’s learning and development in the foundation stage of learning.
EYFS Play and Learn Together	PLTFL	10 GLH	10-15 depending on room size	PGCE and extensive knowledge of deliveirng EYFS curriculum	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children’s behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	This course is for parents and carers who wish to develop their knowledge and understanding of the importance of play in the Early years Foundation Stage Curriculum for children aged 0-5 years
Early Read	ERFL	10 GLH	10-15 depending on room size	PGCE and extensive knowledge of deliveirng EYFS curriculum	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children’s behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	This course is for parents/carers who wish to support the development of early reading with their children, especially on the early language, cognitive, and pre-reading skills that prepare children for continued school success.
Story sacks	SSFL	10 GLH	10-15 depending on room size	PGCE and extensive knowledge of deliveirng EYFS curriculum	<ol style="list-style-type: none"> 1. Parents who are experiencing difficulties with literacy or numeracy or have few educational qualifications 2. More fathers to engage and participate in learning activities with their children 3. Families in difficulty over relationships, children’s behaviour, health, debt or other aspects of their lives 4. Families of children with poor school attendance 5. Families who need support to maintain their culture and language of origin 	RARPA (non-accredited)	This course is designed to show parents/carers how stories can come to life through making their very own story sack. Parents and children will be participate in a range of art/craft activities, to include puppet making with their child(ren) to retell stories and make reading an enjoyable experience. Parents/cares will also have the opportunity to discuss early reading skills and introduced to phonics.