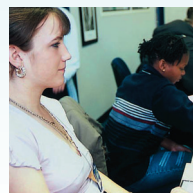
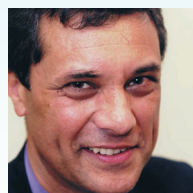
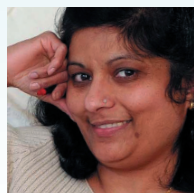


Skills for Life Quality Initiative

Supporting the Pre-Entry Learner in a Vocational Context

Application Form (Ref 1.2)



Learning+Skills Council

Guidelines for Applicants

- Please complete the form **IN FULL**
- Please only apply if you are able to attend the full day of training
- Retain a copy of your completed application form for reference
- Places can only be allocated by *Skills for Life* Quality Initiative Unit at NIACE
- Reservations cannot be accepted by telephone
- Written confirmation of a place will be sent to successful applicants approximately 2 weeks before the briefing day, together with joining instructions
- Written confirmation of your place may be requested at event registration

Please return completed application forms to:

**Laura Eason
Conferences and Courses
NIACE
Renaissance House
20 Princess Road West
Leicester LE1 6TP**

Fax: 0116 2859670

Email: SfLQltraining@niace.org.uk

Tel: 0116 2859661

Background

In March 2001 the Government published *Skills for Life*, the national strategy for improving adult literacy and numeracy skills. To support teachers and trainers, the Government is committed to providing training for all aspects of the new teaching and learning infrastructure as it is introduced. Since 2002, over 3300 teachers and trainers completed training to use the Adult Pre-Entry Curriculum Framework for Literacy and Numeracy (PECF).

The Learning and Skills Council (LSC) *Skills for Life* Quality Initiative is an essential aspect of the Government's commitment to improve the literacy, language and numeracy skills of adults. This course is part of a range of free courses currently on offer for managers and practitioners specifically developed in response to issues highlighted in Ofsted and ALI Inspectorate reports.

Supporting the Pre-Entry Level Learner in a Vocational Context

The Centre for British Teachers (CfBT) is leading a consortium of national agencies to implement the *Skills for Life* Quality Initiative 2004-05 on behalf of the Learning and Skills Council. We have designed briefings for Teacher Trainers on the new Adult Pre-Entry Curriculum Framework Level 3.1 Module "Supporting the Pre-Entry Level Learner in a Vocational context". We aim to deliver one-day briefings in the nine English regions to a total of 90 teacher trainers (10 Teacher Trainers per course per region) in January 2005.

The purpose of the January briefing day is to enable you to deliver the PECF 3.1 module in your region to practitioners working in the field.

Teacher Trainers must:

- Hold a Level 4 teaching qualification
- Have at least two years experience in teaching literacy, numeracy and/or ESOL, including Pre-Entry Level Learners
- Have attended the Pre-Entry Curriculum Framework training course
- Have some experience of professional development

The final allocation of places on the courses offered in January 2005 will be in line with priorities identified by Regional and Local Learning and Skills Councils. For more information about *Skills for Life* Quality Initiative training priorities in your region, please contact your Regional Training Organiser. Contact details are given on the *Skills for Life* Quality Initiative website: www.sflqi.org.uk

The briefing day aims:

- To prepare participants to deliver the Level 3.1 module
- To become familiar with the aims and content of the Level 3.1 module in supporting Pre-Entry Level Learners in vocational contexts
- To consider delivery and training issues for the module

Supporting the Pre-Entry Level Learner in a Vocational Context

(Application Form page 1 of 2)/ws

Please provide course dates and location as agreed with your organisation

Completed and signed forms should be returned to the *Skills for Life* Quality Initiative Training Support Unit at NIACE as soon as possible.

Location	Course Date 1	For Office Use Only

Personal Details	
Title: Mr/Mrs/Miss/Ms/Dr/Other _____	First Name: _____ Surname: _____
Sex: Male <input type="checkbox"/> Female <input type="checkbox"/>	Age: 18-24 <input type="checkbox"/> 25-35 <input type="checkbox"/> 36-45 <input type="checkbox"/> 46-55 <input type="checkbox"/> 55+ <input type="checkbox"/>
Job Title: _____	Organisation: _____
Daytime Tel: _____	Fax: _____ Email: _____
Home address: _____	Postcode: _____
Organisation address: _____	Postcode: _____
LSC Region(s) currently working in: _____	

Requirements	
I will be using a wheelchair	I will require large print materials
I will require a hearing loop	I will require Braille materials
I will require an interpreter (please specify)	I will be bringing a guide-dog
Dietary requirements	
Any additional requirements	

Employment																																																															
Do you work on a LSC funded programme? Yes/No																																																															
What is your employment status?	Full Time Fractional Hourly paid																																																														
Please indicate which sectors you work in and the number of hours spent on Literacy/Numeracy/ESOL per week:																																																															
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Your Experience	
How many years of Literacy/Numeracy/ESOL teaching experience do you have?	
Less than one	One to four Five to ten More than ten

PLEASE TEAR OFF AND RETURN

Supporting the Pre-Entry Level Learner in a Vocational Context

(Application Form page 2 of 2)

Your Qualifications

What teaching and subject qualifications do you have?			
B. Ed.		City & Guilds 7407 Stage 1/2/3 (please specify)	
PGCE		City & Guilds 9281/2 Initial Certificate in Literacy	
Cert. Ed		City & Guilds 9281/3 Initial Certificate in Numeracy	
RSA (please specify)		City & Guilds 9281/4 Initial Certificate in ESOL	
City & Guilds 7306		City & Guilds 9285 (Please specify main subject area)	
City & Guilds 7307 Stage 1/2 (please specify)		Specialist PGCE Cert. Ed. in ESOL (or EFL), or Learning Difficulties teaching – please specify	
RSA Diploma TESLFACE		RSA Diploma TEFL	
Trinity TESOL/TEFL Diploma		DELTA	
RSA Cert TESLA		RSA CTEFLA	
Trinity TESOL Cert		CELTA	
Any other teaching/subject qualifications (please specify)			
What is your highest level of general qualification?			
Post-graduate	Degree or equivalent	A-levels or equivalent	GCSEs or equivalent

Ethnic Monitoring

White			
White English	White Scottish	White Welsh	White Irish
Any other White background			
Black			
Caribbean	African	Any other Black background	
Black English	Black Scottish	Black Welsh	Black Irish
Mixed			
White & Caribbean	White & Black African	White & Asian	
Any other mixed background			
Asian, Asian British, Asian English, Asian Scottish or Asian Welsh			
Indian	Pakistani	Bangladeshi	
Any other Asian background			
Chinese, Chinese British, Chinese English, Chinese Scottish, Chinese Welsh			
Chinese	Any other background		
Other Ethnic group			

Confirmation

I confirm that I have attended the 3-day Pre Entry Curriculum Training		Please tick	
Applicant's signature			
Applicant's name		Date	
I support this application and confirm that appropriate cover and release arrangements will be in place to allow this applicant to attend the briefing days			
Manager's signature		Date	
Manager's name		Date	
Manager's Telephone		Date	

PLEASE TEAR OFF AND RETURN

Supporting the Pre-Entry Level Learner in a Vocational Context

Course Outline for briefing day

Registration	9.00am
Course start	9.30am
Close (approx)	4.00pm

- The National Context
- Overview of Level 3.1
- An Introduction to the Module Guide - Its Purpose
- Looking at Day 1 of further training roll out
- Looking at Day 2 of further training roll out
- Training Issues

Please return completed application form pages 1 and 2 to:

Laura Eason , Conferences and Courses NIACE, Renaissance House, 20 Princess Road West, Leicester LE1 6TP
Fax: 0116 2859670 Email: SfLQltraining@niace.org.uk Tel: 0116 2859661