

Essential Skills Further Education Sector Project

LTAS was awarded the contract for the Essential Skills Further Education Sector Project, funded by the Department for Employment and Learning. The project team delivered quality outcomes on-time and within budget. The activities were specified as follows:

Activity 1

All Essential Skills materials are collated and classified as a single combined resource taking account of:

- Subject area (Literacy, Numeracy, ICT)
- Vocational context
- Mode of delivery
- Target learner

Activity 2

Essential Skills resource bank will be developed in each College with access through existing College systems eg; Moodle. 300 CDs/USB pens, with copies of all materials, will be made available for distribution to other providers of Essential Skills.

Activity 3

Agree range of delivery models which are aligned to appropriate target learners e.g. Further Education, Apprenticeships, Community, Business, Public Sector, Family Learning etc.

Activity 4

Timeline of key milestones - to ensure that each learner is on target to achieve the qualification.

Activity 5

Critical path for all Essential Skills tutors clearly articulated and documented.

Set of standard documentation for use across the Further Education sector to ensure that learners' progress can be monitored and accurately recorded. Documentation should be available electronically.

Activity 6

Standard induction programme with supporting materials for all new Essential Skills Tutors. Programme to be available electronically.

Activity 7

Benchmarking framework and agreed standard sector wide reports.

Activity 8

Six project events (one per College). Dissemination of materials and resources.

Activity 9

Two day workshop delivered to Essential Skills Working Group and objectives as stated achieved

Activity 10

Monthly budget and progress updates provided within 15 days of month's end to Essential Skills Working Group. Overall project delivered on time and within budget