

## Alternative Provision

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Creative Arts  
Functional Skills

# Functional Skills

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## English

The English module is split into categories: Reading and writing.

The reading module entails:

- Identifying the main points and ideas and presented in a variety of texts

- Reading and understand texts in detail including different ideas and showing a good understanding of themes that may be expressed in the text

- Utilise information contained in texts

- Identifying suitable responses to texts in a number of different texts

The writing module entails:

- Writing clearly and coherently, including an appropriate level of detail

- Present information in a logical sequence

- Using appropriate language to express ideas language

- Structuring text in a way that is clear and easy for one to read

- Being able to differentiate different writing styles and their purposes

- For example: Knowing when to write a persuasive text or highlighting the purposes of a descriptive text

- Writing a range of texts to communicate information, ideas and opinions

- Using correct grammar and correct consistent use of tense

- Ensuring written work is accurate in punctuation and spelling and that meaning is clear to understand

The session takes place in the Caramel Rock studios and are delivered by our fully equipped teaching and training staff.

## Maths

The course entails:

- Understanding and using whole numbers and negative numbers in different contexts
- Adding, subtracting, multiplying and dividing whole numbers using a range of strategies
- Understanding and using common fractions, decimals and percentage
- Solving simple problems
- Using simple formulae expressed in words
- Solving problems which requiring calculation, with common measures, including money and time
- Converting units of measure
- Working out areas and perimeters in practical situations
- Constructing geometric diagrams, models and shapes
- Extract and interpreting information from tables, diagrams, charts and graphs
- Collecting, recording, organising and representing information in different ways
- Finding the mean and range
- Using data