

COVID-19 Functional Skills Flexibility Form

Apprentice's name:	
Apprentice date of birth	
Employer:	
Training provider:	

This document must be used as evidence at gateway for apprentices that have calculated functional skills qualifications ['FSQ'] due to COVID-19 restrictions.

Eligibility criteria:

- The apprentice is due to take an FSQ test and receive a result between 20 March and 31 July 2020.
- The apprentice is deemed by the training provider to have the required level of functional skills and sufficient evidence to demonstrate this to receive a calculated FSQ pass.
- The apprentice is occupationally competent at gateway.
- The apprentice is ready to progress to sit end-point assessment.

NB: Apprentices on a level 2 apprenticeship standard who are due to take their end-point assessment up until 31 July 2020 do not need to attempt the level 2 functional skills English and maths assessments.

Gateway requirement	Calculated grade requested. Y/N/NA	
English level 1		
Maths level 1		
English level 2 (if required)		
Maths level 2 (if required)		
Declaration		
By signing this form, the training provider confirms that they understand and agree to the following: <ol style="list-style-type: none"> 1. The apprentice meets the eligibility criteria (set out above). 2. The apprenticeship certificate and final grade will not be claimed by Highfield until the training provider evidences the calculated functional skills qualifications. 		
Signed on behalf of the training provider by:	Signature:	Date: