

The Scheme of Assessment

Each of the modes for Adult Literacy is assessed by unit tests for:

- Speaking and Listening (S&L)
- Reading
- Writing

Not assessed	Not assessed	Level 2*
Not assessed	Not assessed	Level 1*
Entry 3	Entry 3	Entry 3
Entry 2	Entry 2	Entry 2
Entry 1	Entry 1	Entry 1

- *Available as an on screen test*

Each of the modes for Adult Numeracy is assessed by unit tests for:

- Handling Data
- Measures, Space, Shape
- Number

Not assessed	Level 2*	
Not assessed	Level 1*	
Entry 3	Entry 3	Entry 3
Entry 2	Entry 2	Entry 2
Entry 1	Entry 1	Entry 1

- ** Available as an on screen test*

Assessments for Entry Level

The certificate for the qualification for Adult Numeracy will be awarded at Entry 1, Entry 2, Entry 3 and list each unit which has been achieved as well as the overall level.

The certificate for the qualification for Adult Literacy will be awarded at Entry Level and list each unit which has been achieved.

The assessments are:

- set by Edexcel
- taken by learners under supervised conditions
- assessed by the centre
- internally verified by the centre
- validated by an External Verifier
- each unit of the assessment has equal weighting

Each unit test has to be completed within a specified time allocation. Each assessment instrument has a pass mark of 66% and is not graded.

Candidates are reported as having passed, or not yet passed. If the candidate is within 10% of achieving the pass mark in any unit, formative feedback to this effect should be offered. Centres are encouraged to devise a written feedback form for this purpose. The mark schemes for each test will clearly identify which area of the specifications is being tested for each question, to aid centres in giving feedback.

The assessment is designed to be taken when learners and their tutors feel confident that they have achieved the learning outcomes detailed in the Adult Literacy Standards and the Adult Numeracy Curriculum. This should be achieved through the development of teaching and learning programmes using the Adult Literacy & Adult Numeracy Core Curriculum.

Arrangements for Assessment for Levels 1 & 2

At Levels 1 and 2, the assessment will be the Adult Literacy & Adult Numeracy test. This is a multiple-choice test, available on a monthly basis on paper or on-demand as onscreen tests. Centres are encouraged to consider onscreen testing as it is more compatible with the assessment methods of the Edexcel tests.

Details of the arrangements for paper-based assessment can be found in the Instructions for the Conduct of External test (ICE) - ALAN Edexcel Information Manual - These documents and others are available from the Edexcel website www.edexcel.org.uk.

Details of the arrangements for onscreen assessment can be found on the Edexcel website www.edexcel.org.ukT.

The Edexcel Entry Tests

- must be reserved exclusively for formal assessment purposes and must not be used as practice tests
- should be given at a time when the candidate is ready for assessment
- should be taken in an appropriate environment for a candidate, under supervised conditions, especially where assessment work may include both oral and practical aspects
- must be worked on independently by the learner: *the product must be the learner's own work*
- do not have a stipulated time limit for completion
- should usually be completed at one sitting except if designated part assessments for Speaking and Listening are sat separately (any single part assessment would have to be completed in one session)
- must not be taken out of the tutor/assessor's direct supervision by a candidate at any time
- must not be influenced in outcome by support given to the candidate; help given must be stated on the front of the test paper
- must be marked by the assessor according to the published mark scheme
- must be kept secure when marked and be available for verification
- should be subject to the centre's internal verification processes (see Quality Monitoring section of Guidance and National Standards)
- may be repeated when the learner has had sufficient further examining to ensure success. This will vary according to the circumstances in which the learner is being taught, but should never be fewer than 14 days. An alternative test will be provided in these circumstances
- are not limited in the number of times a candidate may retake the assessments
- must not under any circumstances be given back to the candidates

Re-assessment at Entry Level

Although learners should not be entered for assessments until they are ready, it is possible that a learner may be unsuccessful. Such learners should be re-assessed sufficient progress has been made, using the same test.

Language of Assessment

Assessment of this specification will be available in English only. Assessment materials will be published in English and all written and spoken work submitted for examination and verification must be produced in English.

Candidates with particular requirements - Special requirements

The Joint Council publication *Guidance for candidates with particular requirements* can be found on the Edexcel website. However, it should be noted that the arrangements do not refer to Adult Basic Skills, and so the following guidelines have been prepared by Edexcel for all Adult Literacy & Adult Numeracy tests.

It is anticipated that most candidate special requirements can be accommodated by early dialogue with the External Verifier, who can advise on the particular situation. Most special requirement needs can be evidenced by recording the need on the front of the test paper.

These include:

- Up to 25% extra time on individual papers
- Location other than the usual examination premises
- The need to enlarge test papers
- The need to alter colour references
- Use of an amanuensis
- The need to sign questions for deaf candidates

Use of a keyboard for visually impaired, or those who have writing difficulties due to disability (this must not have use of spell or grammar check).

Candidates who have been in this country for fewer than two years may use a dictionary, but can have no extra time allowance for this purpose.

Special considerations

For candidates who need special considerations to be taken into account, the centre should record the circumstances on the front of the test paper. The External Verifier will confirm if the special consideration can be taken into account when verifying the paper.

Awarding, reporting and equivalence

The grading, awarding and certification of these specifications will comply with the requirements of Entry Level and of Levels 1 and 2, which are published by the regulatory authorities. Awarding will be conducted according to the code of practice approved and published by QCA. The specification has been designed to allow attainment to be recognised and reported at standards consistent with those specified by QCA.

The language of the specification

The specification will be available in English only. Every effort has been made to ensure that the language of the specification is plain, clear, free from bias and appropriate to the qualification.

For further information see the Guidance and National Standards document or contact us at:
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CSP059

About Edexcel

Edexcel is one of the UK's largest providers of qualifications, with the widest portfolio of academic and vocational qualifications. Regulated by the Qualifications and Curriculum Authority (QCA) to offer qualifications, Edexcel works with over 5,500 education partners in over 100 countries