

Source Organisation	Product	Commentary
Qualifications Curriculum Authority (QCA) www.qca.org.uk	National Standards Former Adult Basic Skills (Key Skills) tests available	The regulator for basic skills and key skills. QCA owns the Standards and accredits all national qualifications
Adult Basic Skills Strategy Unit Readwriteplus www.dfes.gov.uk/readwriteplus	Resources include: <ul style="list-style-type: none"> ▪ 'Getting the basics right' booklets ▪ Practice Tests ▪ National Test Toolkit ▪ Employer Toolkit ▪ Teaching and learning materials ▪ Event details ▪ 'Get on' (Gremlins) campaign materials ▪ Contextual guides to support Adult Basic Skills developments: <ul style="list-style-type: none"> ▪ e-learning ▪ FE ▪ Prisons ▪ Learners with Learning Difficulties or Disabilities ▪ Work-Based Learning and Work-Related Learning ▪ Adult and Community Learning ▪ Diagnostic assessment and referenced learning materials. 	Based at DfES. The readwrite website is an interactive and informative resource for learners, providers, employers and anyone else with an interest in adult basic skills. This site also includes FAQs, details of adult basic skills events and news of items related to Skills for Life. The site is split up to include: <ul style="list-style-type: none"> ▪ A facility to order copies of the National Standards and core curricula as well as learning materials for adults with learning difficulties ▪ 'Getting the basics right' - booklets which map the National Standards against occupational standards (useful for developing skills in an occupational context) ▪ Practice National Tests ▪ Employer Toolkit - includes techniques for identifying employees' literacy and numeracy needs and recommends training models and resources for use in the workplace ▪ Teaching and learning - this area provides information for a potential learner to sign up for a course ▪ 'Get on' - readwriteplus campaign detail and promotional literature to support the campaign ▪ Contextual guides to support Adult Basic Skills developments - focusing on the seven questions using the Common Inspection Framework in the context of Literacy, Numeracy and ESOL ▪ Diagnostic assessment and referenced learning materials - sent to anyone who attends the training.

ESOL Resources and Information

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<p>The Basic Skills Agency Commonwealth House 1-19 New Oxford Street London WC1A 1NU Tel: 0870 600 2400 www.basic-skills.co.uk</p>	<p>Produces a wide range of resources for all levels of Literacy, Numeracy and ESOL (primary, secondary and adult) Produces a termly magazine called 'Basic Skills'</p>	<p>Materials include specific literacy and numeracy resources as well as those with a specific vocational or other focus, e.g. citizenship, prisoners, sports and recreation</p>
<p>Basic Skills Agency Resource Centre Institute of Education Library 20 Bedford Way London WC1H 0AL Tel: 020 7612 6069 Email b.sakary@ioe.ac.uk</p>	<p>This is a place to sample and review basic skills resources for assessment, teaching and learning, as well as publicity materials Produces materials in Welsh</p>	<p>Resources can be reviewed and evaluated, but not borrowed. The Institute of Education is a good meeting venue To order materials produced by the Basic Skills Agency, contact the distributors: The Basic Skills Agency Admail 524 London WC1A 1BR Tel: 0870 600 2400 Fax: 0870 600 2401 www.basic-skills.co.uk 6,000 teaching materials and 150 publications from other publishers, apart from the Basic Skills Agency</p>
<p>London Language and Literacy Unit South Bank University 103 Borough Road London SE1 0AA Tel: 020 7 815 6290 Fax: 020 7815 6296 www.sbu.ac.uk/caxton/LLLU</p>	<p>Focuses on research and development in ESOL and family learning</p>	

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<p>Learning and Skills Councils (LSCs) (47 local Skills Councils) National Office Cheylesmore House Quinton Road Coventry CV1 2WT www.lsc.gov.uk</p>	<p>Nationally it has been given the task of raising skills levels of the working population by 2010, via FE, work-based training, workforce development, adult and community learning and education business links.</p> <p>National LSC Quick Reference Guide:</p> <ul style="list-style-type: none"> ▪ Key documents and reports ▪ Local LSC detail ▪ Resources ▪ Literature <p>Advice, information (particularly on funding) and a focus on local initiatives and training requirements</p>	<p>There are 47 LSCs expected to contribute significantly to national targets. Each has a workplace Basic Skills Adviser (Tel: 0800 100 900)</p> <p>LSCs also support the <i>bitesize</i> campaign offering training courses from basic IT to sign language www.bitesizeintros.info</p>
<p>Learning and Skills Development Agency (LSDA) www.lsda.org.uk</p>	<p>Provides training courses, advice and information on Literacy, Numeracy and ESOL</p>	<p>Will also be involved in locally-led projects</p>
<p>British Education Communications and Technology Agency (Becta) www.becta.org.uk</p>	<p>Has case studies, articles and resources</p>	<p>(Follow the links to the ILT within Literacy, Numeracy and ESOL)</p>
<p>Learndirect www.learndirect.co.uk</p>	<p>Runs a network of learning centres for online courses to support Adult Literacy and Numeracy</p>	<p>Many of their literacy and numeracy materials are linked to the National Standards leading to the national tests</p>
<p>National Extension College (NEC) www.nec.ac.uk resources@nec.ac.uk Tel: 01223 400300 Fax: 01223 400321</p>	<p>Basic (and Key) Skills materials for use by colleges, schools and employers for basic language, spelling, grammar, writing and numeracy support</p>	<p>All materials are written by basic skills experts and are suitable for a wide range of training programmes in both education and the workplace</p>

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<p>National Institute of Adult and Continuing Education (NIACE) www.niace.org.uk</p>	<p>Provides:</p> <ul style="list-style-type: none"> ▪ resources ▪ news ▪ discussion groups ▪ conferences 	
<p>Further Education National Training Authority (FENTO) www.fento.ac.uk</p>	<ul style="list-style-type: none"> ▪ Guidance for FENTO approval of adult basic skills qualifications ▪ Specifications for teachers - Literacy, Numeracy, ESOL ▪ Research and development ▪ Staff development ▪ Resources ▪ National and regional contacts 	<p>The body responsible for drawing up the specifications for the adult basic skills training requirements for teachers and support workers</p>
<p>Online community of adult basic skills teachers www.talent.ac.uk</p>	<p>Latest materials, information and courses for people who want to teach Literacy, ESOL or Numeracy</p>	
<p>BBC www.bbc.co.uk/skillswise</p>	<p>Publications and a regular, free magazine available:</p> <ul style="list-style-type: none"> ▪ Skillswise ▪ Cashwise ▪ Webwise 	<p>BBC Skillswise helps to teach in a classroom Some materials are pitched at the learners and some are pitched to support the tutors The materials are aimed at Levels 1 and 2 primarily The tutor site includes lesson plans, resources and discussion groups There is a work website that includes training to improve basic skills: www.bbc.co.uk/education/work</p>

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Cambridge Training and Development Ltd sales@ctad.co.uk www.ctad.co.uk Tel: 01223 470 480 Fax: 01223 470 481	Includes a suite of <i>Target Skills</i> materials that include initial diagnostic, teaching and learning materials at all Levels, including the pre-entry curriculum	
Trade Unions Congress (TUC) TUC Learning Services The Cotton Exchange Suite 506-510 Old Hall Street Liverpool L3 9UD Tel: 0151 236 7678 www.tuc.org.uk	<ul style="list-style-type: none"> ▪ Publications, e.g. health and safety, education ▪ Videos ▪ Case studies ▪ Reports 	Work-based focus for adult basic skills, built around union learning-fund projects
Campaign for Learning www.campaign-for-learning.org.uk	<ul style="list-style-type: none"> ▪ Case studies ▪ Quarterly newsletter 	Current focus on work-based and family learning
National Literacy Trust www.literacytrust.org.uk	Background information and research Produces publication <i>Literacy Today</i>	
The Reading Agency for Libraries www.readingagency.org.uk	Toolkit: <i>Making the Vital Link</i> - resource to build successful partnerships between libraries and basic skills providers	Produces resources to help you reach and work with readers more effectively They range from training to reading promotions, research reports to advocacy materials suitable for schools, the wider community, etc.

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PopinJ www.keyskills2000.org.uk	Provides materials for planning learning and recording achievement	Primarily documentation for trainers to support diagnostic and assessment processes
Axis Education www.skillbuild.co.uk enquiries@skillbuild.co.uk Tel: 0800 389 7129	30 volumes covering every aspect of the National Standards Activities based in three industrial centres: service, manufacturing, retail Photocopiable worksheets, teaching notes and teaching materials	Basic Skills and Key Skills learners from Entry to Level 2
Avanti Books Tel: 01438 350155 Email: orders@avantibooks.com Fax: 01438 741131	Mail order organisation for a wide range of basic literacy and numeracy resources, including many photocopiable materials	Resources often written by practitioners
LCL International (London ESOL/EFL bookshop) 104 Judd Street London WC1H 9NT Tel: 020 7837 0486/7/8		
Oxford County Council www.oxfordshire.gov.uk/lifelonglearning email: avantiord@aol.com www.avantibooks.com	Lifelong learning: Study packs mapped to the National Standards	Entry through to Level 2 (titles available from Avanti books - <i>see above</i>)
www.nrdc.org.uk. Organisation has undertaken ESOL research reviews with case studies		

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<p>Coventry and Warwickshire Essential Skills Professional Development and Resource Centre</p> <p>www.essentialskills-prdc.co.uk</p>	<p>One of six centres in the West Midlands to support both experienced and new Literacy, Numeracy and ESOL teachers and in building capacity for delivering Skills for Life programmes regionally</p>	
<p>Liverpool Community College</p> <p>Materials available from Avanti books</p> <p>email: avantiod@aol.com</p> <p>www.avantibooks.com</p>	<p>Flexipacks: workbooks and support materials reflecting the National Standards from Entry to Level 2</p>	<p>Many photocopiable materials</p>
<p>Workplace Basic Skills Network</p> <p>c/o Centre for the Study of Education and Training (CSET)</p> <p>University of Lancaster</p> <p>Lancaster LA1 4YL</p> <p>Tel: 01524 593 405</p> <p>www.lancs.ac.uk/wbsnet</p>	<p>Membership organisation based at Lancaster University, set up to support workplace language, literacy and numeracy provision</p>	<p>Builds professional capacity in workplace basic skills through the dissemination and sharing of good practice as well as the provision of continuing development for practitioners</p>
<p>Basic and keySKILLBUILDER</p> <p>West Nottinghamshire College</p> <p>Tel: 01623 627 191 ext 5127</p> <p>Fax: 01623 559 687</p> <p>Bksbenquiries@westnotts.ac.uk</p> <p>www.bksb.co.uk</p>	<p>Suite of interactive and paper-based screening, initial and diagnostic assessments, learning resources and training</p>	