

NHS England Talent for Care Team is pleased to be funding access to software that supports Functional Skills learning **until March 2024**.

The bksb Initial Assessment and Diagnostic Assessment can be used to:

- support 1-1 and work-based learning for employees/apprentices
- produce an Individual Learning Plan (ILP) and SMART target to fill skill gaps
- inform enrolment to the appropriate English, maths and Functional Skills level

How do I use bksb?

This tool can be used in several ways.

- It can help prepare employees who would like to take a functional skills qualification e.g. for an apprenticeship. This platform will not provide the examination or qualification itself, but the examination can be taken at a local college or FE provider. It can also be arranged through HEE – see point 4 below.
- It can also help with generalised upskilling and gaining confidence around learning.
- Individuals can study on their own and at their own pace, which for some is a great advantage and is more private than other forms of learning.

How do I access bksb and OpenAwards?

In order to gain access to this tool we ask that you satisfy the below criteria:

1. Identify the member of staff who will be the point of contact for bksb

This person will receive training to be the bksb expert/super user for the organisation. The training is quick and straightforward, as is the subsequent process of setting up learners for the organisation.

2. Identify the learners who will use this product.

We don't need to know names, but we ask that you give BKSB an initial number of learners. (If initial places are used up you may be able to add to this later, depending on national take up). Please only ask for the number you plan to use, as the number of users is limited, and we want as many people as possible to be able to access.

3. Enrol your learners

Ask your nominated staff member to email: hee@bksb.co.uk to start the process and enrol learners

4. Complete and book your exam

In additional to BKSB, HEE will also provide access to functional skills exams. The functional skills exams will be free to access, either online or on paper. You will work together with Open Awards to assess learner exam readiness (bksb resources can also be used to help), and then together with Open Awards manage the process for learners.

To access the online exams please contact OpenAwards here - <https://openawards.org.uk/what-we-offer/health-education-england-functional-skills/>

In addition to BKSB Functional Skills and GCSE Maths and English courses are often free at local colleges or adult education providers. You can contact your local college to [find out more](#).