

Functional Skills Assessment and Teacher Assessed Grades

Is the learner assessment ready?
(completed all necessary teaching
and learning and if they were
entered for an assessment the
centre believes they will pass)

NO

Continue teaching and review
eligibility again when learner
is assessment ready.

YES

Can the learner **safely** access
an assessment in any format?

YES

Enter learner for live assessment.

NO

Have you exhausted all possible
adaptations that allow a learner
to safely take an assessment?
This includes:

- remote invigilation
- employer based invigilation
- extension of the paper-based
window.

NO

Investigate options and
use to support learner to
take live assessment.

YES

Can the assessment be delayed?
If completion isn't needed
for progression, employment
or an apprenticeship.

YES

Delay live assessment until
it is safe to conduct.

NO

Does the learner have sufficient
evidence to support a Teacher
Assessed Grade (TAG)?

NO

Continue teaching and review
eligibility again when learner is
assessment ready.

YES

Teacher Assessed Grade (TAG).