

40. STUDENTS - LANGUAGE, LITERACY & NUMERACY (LLN) POLICY - (S)

Scope:

You are required to complete an LLN assessment prior to enrolling for any course. This assessment enables GTPS to know if your level of language, literacy and numeracy is reasonable for you to complete the qualification you are applying for

Policy:

If you are deemed as needing support in LLN, the same is provided. This is done mostly through referral to English as a second language course.

GTPS training is designed to support you by allowing flexibility within delivery and assessment (under guidance of the training package), employing strategies such as:

- Use of demonstration of tasks in a simulated environment
- Verbal explanations – Questions and answers
- Use of diagrams/charts
- Incorporating actual workplace materials, or modelling tasks on familiar workplace activities

The LLN outcome is captured during the Pre-Training interview process and recorded in the pre-training interview form. This is availed to trainers/assessors before course commencement so they can support you from an informed position throughout your course

Please note that LLN process is completed as part of our broader Pre-Training Review (PTR) policy done by every student prior to enrolling for any qualification here at GTPS
It is done in the presence of a GTPS staff, Trainer and/or Assessor

Forming part of this policy is:

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Authorised: CCR Executive Board Member	M.N.I	Date	Jan 2019
Approved: CCR Executive Board Member	F.O.A	Date	Jan 2019
Reviewed by (SMT)		Date	
Implementation applicable to (circle)	Employees, Student, Trainers/Assessors		