

# COVID-19 Level 2 Functional Skills Declaration

During this period, until further notice, scheduled functional skills assessments will not be taking place and the rule requiring level 2 apprentices to study towards, and attempt, the functional skills assessments at level 2 is suspended temporarily. This will allow apprentices, employers, providers, and end point assessment organisations, to focus on other key requirements for completion of a level 2 apprenticeship.

Therefore, apprentices who are due to take their end point assessment should be passed through gateway to sit their EPA without the need to attempt the level 2 functional skills English and maths assessment. Providers should retain evidence if an apprentice did not take the level 2 assessments due to COVID-19. A level 2 apprentice will still require a level 1 functional skills in English and/or maths in order to complete apprenticeship.

Apprentice name:	
ULN:	

<b>Level 2 Functional Skills Declaration</b>	
The apprentice has undertaken and achieved the Level 1 functional skills requirements for the standard they are completing.	
The training provider acknowledges the apprentice has not completed their level 2 attempt of functional skills assessments due to COVID-19	

Name of Training Provider:	
Name of Training Provider Representative:	
Signature of Training Provider:	
Date:	

Document amendment history page

Version	Document Owner	Issue Date	Changes	Role
v1.0	Quality Assurance	30/04/2020	First published	Quality Lead - Apprenticeships
v2.0	Quality Assurance	30/04/2020	Formatting	Product and Regulation Manager
v3.0	Quality Assurance	17/11/2020	Change to date	Quality Lead- Apprenticeships
V4.0	Quality Assurance	12/01/2021	Change to date	End-point Assessment Co-ordinator

Document Review

Role	Review Status
EPA Co-ordinator	Final review

Document Owner

Document Owner	Document shared with
Quality Assurance	

Document Sign-off

Role	Sign-off Date
Quality Lead - Apprenticeships	30/04/2020