

Session	Suggested Topic/genre	Grammar/Language	Function/Skills	Exams	Assessment	Resources
1	Induction Getting to know you College orientation Diagnostic assessments Class rules Fire Drill	Meta Language / Marking Code Positive and negative questions Review of E1-E3 Grammar points: Present Simple Present Continuous Pronouns (S&O)	Ask for and give personal information Make requests & ask questions to obtain information in familiar & unfamiliar contexts Follow & contribute to discussions on a range of straightforward topics Write in complete sentences Punctuate sentences correctly & use punctuation so that meaning is clear Produce a legible text Spell correctly words used most often in work, studies & daily life Use different reading strategies to find & obtain information		Diagnostic tests	Diagnostics Handbook E1-E3 grammar Review
2	Induction Orientation College handbook topics: Facilities/contacts E & D Security Computer access Behaviour Term dates Diagnostic assessments	Articles Plurals - spelling Countable/ Uncountable Capitalisation Basic punctuation Subject Verb Agreement Prepositions (Time & Place) Comparatives Superlatives Past Simple Regular/Irregular Verbs				
3	Induction Diagnostic assessments Study skills Learning Styles/autonomy	Adjectives Imperatives Modal verbs Word Order Conjunctions				

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4	Induction Course content Learning journey Tutorials + ILPs + targets Progression - move ss Mop up Exam Entries	Review of E1-E3 Grammar points: First & Second Conditional Prefix, suffix Synonyms, antonyms Going to future Future (will) Future dream (I would like to....) Present continuous with future meaning Idioms and homophones	Ask and answers questions about hopes, dreams and plans for the future	OCR Construct Compound Sentences Note: OCR references in yellow highlight	OCR & Trinity Past papers for diagnostics Grammar Diagnostic test	
5						
6	Personal Profile (Life experience, education, training and work experience)	Review of E1-E3 Grammar points: Past continuous Used to Present perfect, and use of for/since/ago Pronouns (possessive & Reflexive) Irregular verbs Idioms and homophones	Use relevant tenses to discuss to discuss learning journeys Narrate and write personal events in the past Ask others questions and follow up questions about personal past events Read and listen to trace and understand the main events/ideas of text e.g. biographical text of a famous person	Trinity Writing Task 1 Trinity Reading Task 2 & 3 Trinity Speaking and Listening Task 2 Read for purpose and		
7						

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				meaning in texts on a variety of topics OCR Construct Compound Sentences		
HALF-TERM						
8	Culture (Food, customs, clothes, families, marriage/divorce etc.)	Passives (present simple and past simple)	Identify type and purpose of an instructional text (sequencing words, imperatives, modals and passives)	Trinity S&L Task 1		SfL U1 p1-9 & p12-15)
9		Sequencers Imperatives Modal Verbs Idioms and homophones Irregular verbs Plurals - spelling	Structure texts sequentially and coherently using paragraphs according to genre Present information & ideas in a logical sequence – in both spoken presentation and written form. Express views and opinions about work Invite and interrupt using appropriate language	Project – Group presentation about a new country. Group to use all language points in topic. Intro to PP and presentation		

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			<p>Ask follow-up questions</p> <p>Read about statistics and social trends</p> <p>Understand and give a factual account of social trends</p> <p>Describe a process – S&L Task 1</p>	<p>n skills</p> <p>OCR Plan and Sequence Text</p> <p>OCR Develop Discussions</p> <p>OCR Speak to communicate information, ideas and opinions</p>		
10	Culture (Religion and festivals, Guy Fawkes)	Defining and non-defining relative clauses	Identify and use complex and compound sentences	Trinity S & L Task 3 and 4		
11		<p>Use prepositions correctly</p> <p>Language for suggestions, plans, agreement and disagreement</p> <p>Idioms and homophones</p>	<p>Use conjunctions</p> <p>Trace & understand the main events / ideas</p> <p>Produce a short text using paragraphs using compound and complex sentences describing a festival – include</p>	<p>Trinity Writing Planning writing</p> <p>OCR Speak to</p>		

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			<p>planning</p> <p>Group discussion: Plan and organise a celebration/event</p> <p>Making suggest/agreeing and disagreeing</p> <p>Express views and opinions about work</p> <p>Invite and interrupt using appropriate language</p>	<p>communicate information, ideas and opinions</p> <p>OCR Plan and Sequence Text</p> <p>Project – Group presentation about a new country. Group to use all language points in topic. Intro to PP and presentation skills</p>		
12	British Culture and	Comparatives and superlatives of	Write a short text comparing	Trinity task		

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13	Citizenship	<p>adverbs</p> <p>Using fewer and less intensifiers e.g. extremely, entirely, completely</p> <p>Introduce phrasal verbs</p> <p>Use articles correctly</p> <p>Idioms and homophones</p>	<p>different cultures</p> <p>Present to the class a presentation comparing different cultures</p> <p>Follow & contribute to discussions on a range of straightforward topics</p> <p>Express views and opinions about work</p> <p>Invite and interrupt using appropriate language</p>	<p>S &L task 3</p> <p>OCR Speak to communicate information, ideas and opinions</p> <p>OCR Develop Discussions</p>		
14	Review & Tutorials		End of Term Test	Topic review		
	CHRISTMAS HOLIDAY					

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	CHRISTMAS HOLIDAY					
15	Media	Reported speech with a range of tenses passive tenses Past perfect and past simple Review relative clauses Idioms and homophones Irregular verbs	Obtain information from newspapers	Trinity S & L Tasks 1 – 2		Skills For Life Media – In the News (Unit 2) Current news articles News websites
16			Understand how newspapers present information	Trinity Writing Task 3		
17			Analyse the language used in headline Analyse and compare news articles Predict content from headings and sub-headings Produce an example newspaper article Plan & draft writing Proof-read & revise writing for accuracy & meaning Produce content appropriate to purpose Listen for information in news programmes Understand and re-tell a news story Express views and opinions about work Invite and interrupt using appropriate language	Topic review Project – Produce a newspaper article OCR Construct Compound Sentences OCR Speak to communicate information, ideas and opinions		

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				OCR Develop Discussions		
18	Employability (Looking for Work)	Revise modal verbs Zero, First, Second and Third conditional	Listen to and discuss a radio interview about employment trends	Trinity Writing task 1&3		Past Trinity papers SfL Unit 4 - Looking for Work
19			Listen to and take part in a job interviews	Trinity Reading task 3		
20			Express views and opinions about work Invite and interrupt using appropriate language Talk about skills and experience Read about interview skills Plan & draft writing Proof-read & revise writing for accuracy & meaning Choose language suitable for purpose and audience Select format and appropriate structure for different purposes Structure texts sequentially and coherently according to genre Produce content appropriate to purpose using connectives such as <i>however, as a result</i> Use organisational & structural features to locate information, e.g. contents, index, menus,	Speaking and Listening task 3 Trinity S&L Task 1 Review process (looking for a job) Trinity S&L Task 4 – Discuss how to look for a job - How to prepare for		

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			subheadings, paragraphs Use different reading strategies to find & obtain information Fill in a job application form Prepare and write a CV Write a personal statement Cover letter	an interview Read for purpose and meaning in texts on a variety of topics OCR Speak to communicate information, ideas and opinions OCR Develop Discussions OCR Plan and Sequence Text OCR		

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				Construct Compound Sentences		
	HALF TERM					
21	Employability (A Day in the Office)	Imperatives	Make phone calls and listen to voicemail messages	Trinity Speaking Task 3		Unit 3 – A Day in the Office
22		Sequencers Modal verbs Passive (Revise) Conditionals (revision) Persuasive language	Identify and use formal and information language (S&W) Follow and give instructions/procedures at work (S&W) Read and write an e-mail/letter at work Express degrees of certainty Fill-in a form (W – Task 1) Text a friend to say you have got the job - <i>informal</i> (W task 4) Text a colleague to rearrange a lunch meeting - <i>informal</i> (W task 4)	Trinity W Task 1 & 3 Trinity R Task 3 OCR Speak to communicate information, ideas and opinions OCR Develop Discussions OCR Plan and Sequence Text		

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23	Exam Revision / Practice			Mock exams		Past papers
24	Exam Revision / Practice			Mock exams		Past papers
25	Exam Revision / Practice / Tutorials / End of topic review			Live exams End of topic review		
	EASTER HOLIDAY					
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26	Education	Review present, past and future tenses	Read for main message and to identify the writer	Project – Individual presentation – Future course OCR Plan and Sequence Text OCR Construct Compound Sentences		Reading extra 13.2 Listening extra 13.2 & 13.3 Living in the UK Careers advisor (helpzone)
27		Review conditionals Adjectives Comparatives	Deduce the meaning of unknown words Paraphrasing Summarising Listening for detail Inferring meaning			
28		Discourse markers / connectives Irregular verbs	Express views and opinions about education Invite and interrupt using appropriate language Fill-in a course application form Talk about school memories, regrets, and future plans for education Compare education systems			

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			(S&W) Read for specific information Show similarities & contrast				
29	Lifestyle / Health	Cause/Effect/Solutions Adverbs of frequency Modal verbs Imperatives	Plan , draft and write a short report	Trinity S Task 1&4 W Task 2 R Task 3		Sfl U1 – p10-11 Listening Extra 11.3 Reading Extra 11.2	
30			Read and discuss articles and reports about health	Listening for specific information			End of topic review
31			Express views and opinions about education Invite and interrupt using appropriate language Follow and give instructions/procedures (S&W) Identify audience, type and purpose of a given text Text a friend to change the time for meeting at the gym – <i>informal</i> (W Task 4)	Project – Keep a diary of lifestyle (food, exercise etc) and write about the changes they are going to make OCR Plan and Sequence Text			

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				<p>OCR Speak to communicate information, ideas and opinions</p> <p>OCR Develop Discussions</p> <p>Read for purpose and meaning in texts on a variety of topics</p>		
32	Exam Practice					
33	Exam Practice					
34	LIVE Exams / Exit Reviews					
35	LIVE Exams / Exit Reviews					
36	Exit reviews					

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