ITO strategy

ITO practice

- Field staff are qualified and able to support LN skill development
- Learning materials take account of Learning Progressions and articulate LN
- Assessment Tool used to inform support for trainees, learning materials and organisational decision making
- Off-job provider cognisant of ITO LN approaches and requirements
- Job profiles articulate LN

Employer–trainee practice

- Employer and/or on-job trainer aware of LN, knows about LN requirements for learning and the job, supports trainee to develop LN alongside vocational skills
- Trainee knows about and develops LN skills for learning and for the job alongside vocational skills

Literacy and numeracy (LN) are articulated in strategic documents and championed and supported by senior management and industry sector groups