

# ITO strategy

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

## 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