

# ERASMUS+

## Intensive One Week or Two Weeks School Management Summer Study Visits

Course Ref: **EP 11S**

### Entry Levels

CEF B1+ to C1+

Course Programme EP11S.5  
5 Study Visit Course Days

Course Programme  
EP11S.10  
2 Weeks:  
5 Days English Component  
+  
5 Days Management  
Training

### Total Course contact hours

A 5 Course Days - 21 hours

C 10 Course Days - 42 hours

Maximum group size 12

### Course Provider:

**Shadows Professional  
Development Ltd**  
PIC 949086219

113 Harewood Avenue  
Bournemouth BH7 6NP  
E-mail: [training@shadows.org.uk](mailto:training@shadows.org.uk)  
[www.shadows.org.uk](http://www.shadows.org.uk)

### In association with:

**Richard Language College**  
[www.rlc.co.uk](http://www.rlc.co.uk)

**ERASMUS+**

These courses were produced as a result of a pilot course arranged by the British Council Prague, the Educational Institute of Central Bohemia (VISK), Jazyky v zahraničí s.r.o. and Shadows Professional Development Ltd.

The programme is aimed at Head Teachers, Deputy Heads, School Management and Senior Teaching Staff as well as European Programme Coordinators or members of staff involved in Erasmus+ activities.

### Study Visit Aims

- More Effective School Management
- Working internationally in a more efficient way
- Raising cultural awareness
- Sharing of Best Practice in school leadership
- Effective processes of learning / teaching
- Ensuring sustainability through the Erasmus+ programme
- Enhancement of participants' skills in English

### Preparation

#### Pre-course Preparative Modalities

- Needs Analysis
- Pre-Course Cultural Counselling
- Pre-Course UK practical arrangements e.g. UK Airport Transfers

### Practical Arrangements

#### Intra-Course Modalities offered by the Course Provider

- Course Tutor
- Exchange of Best practice
- Participant's Evaluation Feedback
- Pastoral Care, 24 hr Emergency Number
- Accommodation Service
- Optional Cultural Activities and Visits

### Follow up provided

#### Post-Course Modalities

- Course Certificate of Attendance
- Europass Mobility
- Applicant Dissemination and Exploitation Advice

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## School Management Summer Study Visits

### Management Training Topics

### School Approaches to Learning

School Improvement planning  
Staff Professional Development  
Professional Learning Community Development  
Teacher Training programmes and staff induction training

### Education Systems and School Leadership

#### Input Session:

UK Educational System  
School Management

#### Comparative Education Workshop

### Erasmus+ for Schools

Full briefing on opportunities for schools to initiate and sustain international collaboration

### KA1 & KA2

#### Applications for Schools

- Erasmus+ Priorities
- KA1 European Development Plan
- Partners'/Participants' Profiles and Selection
- Learning Outcomes
- Pre-Course, Intra-Course & Post-Course Project Management
- Follow-up and Impact
- Evaluation
- Dissemination and Exploitation
- Budgets

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### Course Content and Strategies

- UK Education /Comparative Education
- School Approaches to Learning
- Sharing of Best Practice
- Initiating and Sustaining International Collaboration
- Improvement of KA1 applications to ensure success in future applications
- KA2 possibilities for future projects inc. e-twinning, European Gateway
- Erasmus+ Schools programme to establish sustainability
- Cultural and linguistic input (family accommodation for adults (hotels available on request)

### Course Programmes EP11S.5 (5 Course Days)

EP11S.5 5-DAYS	Monday Course Welcome 09.00	Tuesday	Wednesday	Thursday	Friday 5-Day Course ends 12.35
	09.15-12.15  UK Educational system. Comparative Workshop	09.15-12.15  School Approaches to Learning	09.15-12.15  Erasmus+ for schools	09.15-12.35  Academy Schools ...the UK Revolution  Feedback & Evaluation	09.15-12.35  Group Visit
	13.00-15.00  UK Educational system. Comparative Workshop	13.00-15.00  School Approaches to Learning	13.30-15.00  Erasmus+ for schools	Individual Cultural Activities	Individual Cultural Activities
Sat / Sun	INFORMAL LEARNING: personal research, cultural visits/activities, practising language skills				

### Course Programme EP11S.10 2 Weeks (one full-day excursion included)

5 Days English Component - see Pages 3 & 4

+ 5 Days Management Training

### Outcomes

- Improved leadership competencies in the field of school management and international working
- Expertise in Erasmus+ Applications for Schools to ensure sustainability
- Insights from pedagogic and cultural exchange
- New teaching and cross-curricular strategies, skills & activities
- Increased awareness of curricular approaches and resources
- Knowledge of UK National curriculum and comparative benefits
- Cultural enrichment
- Improved Linguistic fluency

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## 5 Days Intensive English Component

### Entry Levels

CEF A1 to C1

### Daily Teaching Sessions

**Morning:** 4 x 45 minutes (3 hours)  
Monday to Friday

**Afternoon:** 2 x 45 minutes  
(1 hour 30 minutes)  
Monday to Thursday

**Total course contact hours:**  
21 hours (28 lessons) per week

Maximum class size 12

### English Component delivered by:

#### Richard Language College

43-45 Wimborne Road  
Bournemouth BH3 7AB  
United Kingdom  
Tel: +44 (0) 1202555932  
Fax: +44 (0)1202555874  
Email: [enquiry@rlc.co.uk](mailto:enquiry@rlc.co.uk)  
Web: [www.rlc.co.uk](http://www.rlc.co.uk)

### in partnership with:

**Shadows Professional  
Development Ltd**

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**This component is suitable for teachers who are non-native speakers of English and who**

- Need English in their school management roles
- need to develop their language skills in order to study relevant literature and publications in English or to communicate within international projects.
- intend to teach their subject(s) through the medium of English (CLIL) **or**
- are planning to start teaching English

### Objectives

The intention is to equip those working with English with key language and communication skills appropriate in educational, social and vocational contexts.

This component involves small group teaching, allowing concentrated, thorough study of English, and develops all aspects of English - listening, speaking, reading and writing. The component will develop the participants' language skills to help enable them to teach and communicate in English efficiently and successfully.

### Preparation

#### Pre-course Preparative Modalities:

- On-line Language Level Assessment
- Needs Analysis
- Pre-Course Reading List
- On-Line Participants' Forum
- Pre-Course Cultural Counselling
- Pre-Course UK Practical Arrangements

### Practical Arrangements

#### Intra-Course Modalities offered by the Course Provider

- Component Tutor
- Pedagogic Learning Materials Included
- Exchange of Best Practice
- Participants' Evaluation Feedback
- Pastoral Care, 24 hr Emergency Number
- Accommodation Service
- Optional Cultural Activities and Visits

### Follow up provided

#### Post-Course Modalities

- Linguistic Profile based on Common European Framework of Reference
- A Certificate of Attendance and Achievement
- Europass Mobility
- Applicant Dissemination and Exploitation Advice

## Intensive General English

### Component Topics

#### Listening Skills

Listening skills will be practised extensively, using a variety of activities and tasks, to enable students to be able to process the information and become more confident in this skill.

#### Speaking Skills

Speaking will be an integral part of lessons. Students are given the opportunity to express their ideas in a relaxed classroom atmosphere, by use of a range of activities to encourage communication.

#### Reading Skills

A variety of reading activities is used to encourage students to develop the various reading skills that are needed to read effectively.

#### Writing Skills

Writing will be practised to develop accuracy. Writing activities may also be set for homework.

#### Grammar Awareness

Grammar for effective communication will be presented and practised at all levels.

#### Vocabulary

Vocabulary is a key element in learning a foreign language. Various activities to encourage the acquisition of vocabulary are an integral part of the course.

## Content and Strategies

Our 'Intensive General English' language component is for those seeking an intensive, thorough study of English. The in-depth approach develops all aspects of English - listening, speaking, reading and writing. Classes are offered at 5 levels from Elementary to Advanced. There will be up to 12 students in each class.

The Class Tutor is responsible for the class's progress and academic welfare. Homework is set and student progress is discussed at the weekly Teachers' Meeting. Students have regular tutorials with their teachers to discuss their progress and ways to maximise their learning.

## Sample 5-Day Programme

English Component contact hours: 21 hours per week

**This is a sample schedule which may be adapted to suit the participants' needs.**

WEEK 1	Day One	Day Two	Day Three	Day Four	Day Five
8.50	Welcome	Lessons will be topic based with new language being presented through a variety of listening, speaking and reading tasks. The lessons will follow an integrated approach to enable all 4 skills (reading, writing, listening and speaking) to be developed. Morning lessons will involve grammar presentation and practice, as well as activities to help with the acquisition of key vocabulary.			
09.15-12.35	Testing and Evaluation  RLC Orientation				
Lunch Break					
14.00-15.30	This lesson will focus on practising and developing listening and speaking skills	Academic English skills will be practised with the emphasis on developing reading and writing skills	This lesson will focus on practicing and developing listening and speaking skills	Academic English skills will be practised with the emphasis on developing reading and writing skills	Free afternoon for self-study or optional activities
Sat and Sun		INFORMAL LEARNING: personal research, cultural visits and activities, practising language skills			

## Outcomes

- Improving personal English Language skills: fluency, accuracy, authenticity
- Improving confidence in using the language, developing communicative skills
- Improving language skills useful for teaching
- Better understanding of students' needs and behaviour during classes
- Observing teaching techniques to improve students' motivation
- Developing Cultural Consciousness
- Teamwork and Interpersonal Abilities
- Knowledge of Erasmus+ potential for professional development