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## **Three Day English course for English NQTs, Returners and Non-Specialists.**

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<b>Date</b>	<b>Time</b>	<b>Venue</b>	<b>Reference</b>
14 <sup>th</sup> , 15 <sup>th</sup> and 16 <sup>th</sup> July 2009	09:30 - 15:30	Norwich Professional Development Centre	ESEA2/C

### **Course Context/Audience:**

This three-day Secondary English training is for NQTs, non specialists, returners and teachers with a Norfolk teaching contract who have received little training for teaching English over the last few years.

### **Objectives:**

Have you appointed (or are you in the process of appointing) any newly qualified English teachers for September 2009? If so, you will be pleased to hear of this three-day course we are running specifically for all NQTs, non-specialists and returners to teaching with Norfolk teaching contracts. There will be a real focus on practical activities for the classroom with resources to take away.

The course will cover :

- grammar - interactive teaching approaches and classroom activities;
- speaking and listening activities;
- APP/GCSE planning for English at KS3 and KS4;
- teaching reading and writing using drama and media resources;
- textual resources/book displays from Norfolk Children's Book Centre/books presentations;
- using drama to support writing.

### **Dates:**

A three-day course covering 14<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup> July 2009

**Course Leader/s:** The English Team and Norfolk's English ASTs

**Phase:** Secondary Schools

**Fee:** £0.00, subsidised for participants with Norfolk teaching contracts.

***Non-attendance or cancellation within 5 working days of the event will incur a £15 administration fee.***

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### **How to book:**

**To apply for a place on this activity please complete a booking form and return it to:**

Anne Mitchell  
Children's Services  
Norfolk Advisory Service  
Professional Development Centre  
Woodside Road  
Norwich, NR7 9QL

Telephone: 01603 433276 Fax: 01603 700236  
Email: [anne.mitchell@norfolk.gov.uk](mailto:anne.mitchell@norfolk.gov.uk)

## Professional Learning and Development Booking Form

**Return to:**

Anne Mitchell  
Children's Services  
Norfolk Advisory Service  
Professional Development Centre  
Woodside Road  
Norwich, NR7 9QL

Tel: 01603 433276  
Fax: 01603 700236

**From:**

**Name:** .....

**School/Organisation:** .....

**Address:** .....

.....

**Tel:** .....

**Email:** .....

**School DCSF No. (926)** ..... **Date:** .....

**Course Title:**

**Three Day English course for English - NQTs Returners and Non Specialists**

**Dates :**

14<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup> July 2009

**If you are unable to attend on any  
of the sessions please indicate**

14<sup>th</sup> July

AM	PM
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15<sup>th</sup> July

AM	PM
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16<sup>th</sup> July

AM	PM
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**Venue:**

**Professional Development Centre  
NORWICH**

**Course Code/  
Event Ref.**

**ESEA2  
C**

Title	Forename	Surname (block capitals please)	Position (eg. NQT, returner)

**Contact email address:**

**FEE – No Charge, subsidised for participants with Norfolk teaching contracts.**

**Special Requirements:** It is our policy to ensure that we provide access for all people. Meat and vegetarian meals come as standard. If you have any other special requirements, please state here so that we can try to help you.

**Booking(s) authorised by:**

..... **Signature**

..... **Title**

**Cancellation Policy:** For cancellations made by the school/establishment more than 28 working days prior to the course date, a £15 administration fee will be levied per person. The full fee will be charged for cancellations made within 28 working days of the course date. Free courses will incur a £15 administration fee for non-attendance or if cancelled within 5 working days of the course date.

In exceptional circumstances, and at the discretion of Children's Services or should Children's Services cancel the course, either the fee paid will be refunded in total, or the course will be rescheduled for a mutually convenient date.