

LF/BE

25 February 2003

Brenda Emmott

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**To all: High Schools
Middle Schools**

**F.A.O: Headteacher
Key Stage 3 Strategy Manager
Head of Maths/Maths Co-ordinator**

Dear Colleague,

I am aware that newly qualified, supply, returning and overseas teachers are a crucial part of the mathematics strand of the Key Stage 3 Strategy that have largely been overlooked until now.

I am able to offer two courses tailored specifically to their needs. Please find enclosed flyers for:

Effective Mathematics Teaching at Key Stage 3
Three Day Planning and Teaching Mathematics

19/05/03
28,29 +30/7/03

[3MN038](#)
[3MN037](#)

Please could you bring this training to their attention and support their application.

Yours sincerely



Brenda Emmott
Mathematics Adviser (Secondary)

INSET**Numeracy**

Effective Mathematics Teaching at Key Stage 3

A one day course to provide supply teachers, returning teachers and new overseas teachers, with some background information and an opportunity for discussion and practical planning activities.

At the end of the day participants should:

- be aware of the content and structure of the *Framework for teaching mathematics Yrs 7,8 and 9*
- be familiar with features of effective mathematics teaching
- be able to use the *Framework for teaching mathematics Yrs 7,8 and 9*

The first half-day of this course gives participants an opportunity to look at the principles of the Key Stage 3, National Numeracy Strategy and how they are reflected in the mathematics strand, focusing mainly on aspects of effective teaching in mathematics.

The emphasis of the second half of the day is on approaches to planning and teaching mathematics in Key Stage 3, with particular emphasis on algebra.

Throughout the course, there will be time for participants to reflect on their stage of development, to study sections of the *Framework for teaching mathematics Yrs 7,8 and 9*, to consider points of action from the sessions, and to make brief notes.

The course fee for this training is £115, but will be waived to:

- a) Supply teachers who regularly work in Norfolk Schools
- b) Returning teachers and overseas-trained teachers who have a contract with a Norfolk School.

Please obtain a signature on the booking form, from the Headteacher at the school in which you are contracted to.

Cost: £115.00 OR free under terms detailed above

Date	Time	Venue	Activity Ref.
19/5/2003	9.00 - 4.30	Norwich Professional Development Centre	3MN038

To apply for a place at this activity please visit our INSET Opportunities website at <http://advisoryservice.norfolk.gov.uk/inset> or complete a booking form and return it to:

Louise Flynn
Norfolk Education Advisory Service
Professional Development Centre
Woodside Road
Norwich
NR7 9QL

Telephone:
01603 433276

Fax:
01603 700236

E-mail:
louise.flynn.edu@norfolk.gov.uk

INSET**Numeracy**

3-Day Planning and Teaching Mathematics

This course for newly qualified, supply, returning and overseas teachers aims to:

- develop teachers' understanding of important aspects of the mathematics curriculum in Key Stage 3.
- support teachers in strengthening the planning and teaching of mathematics in Key Stage 3.

The course focuses on the planning and teaching of number, algebra, ratio and proportion, geometrical reasoning and problem solving.

Throughout the course, time is allowed for you to reflect on your stage of development, to study sections of the *Framework for teaching mathematics: Years 7, 8 and 9*, to consider points for action arising from the sessions and to make brief notes.

The fee for this training is £345 (£115/day) but will be waived for:

- a) Supply teachers who regularly work in Norfolk High Schools
- b) NQT's, returning teachers and overseas teachers who have a contract in a Norfolk High School.

For your **FREE** place please obtain the signature on the booking form from the Headteacher at the school in which you are connected.

Cost: £345.00 or **FREE**, please see terms above.

Date	Time	Venue	Activity Ref.
28/7/2003	9.00 - 4.30	Norwich Professional Development Centre	3MN037
29/7/2003	9.00 - 4.30		
30/7/2003	9.00 - 4.30		

To apply for a place at this activity please visit our INSET Opportunities website at <http://advisoryservice.norfolk.gov.uk/inset> or complete a booking form and return it to:

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