

Strategic Core  
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Please ask for: Alison Cunningham  
Contact Number: 01603 223840

Your ref:  
My ref: SC/Acu17/MW

20 December 2004

To: All Primary Phase Schools

Dear Headteacher

### **Norfolk-Toulouse Partnership**

#### **Opportunities for Primary Phase Teachers to Improve their Language Skills and Work-Shadow in a French School**

For the third consecutive year, we are organising a reciprocal language skills/work shadowing course for teachers in the primary phase. I am writing to ask if your school would be interested in the project which works as follows:-

- 15 teachers from the Toulouse area will arrive here on 24 April. They will be accommodated at UEA and will spend the first week attending a course at the Sprowston Youth Training Centre comprising TEFL, language teaching methodology and some study of the English primary school system.
- On the Friday evening (29 April) there will be a reception at the Training Centre to which host schools are invited and after which each participant returns to the home of their host family for the next 7 days.
- From 3 – 6 May, the French teachers will be in your school, shadowing staff, teaching a bit of French and observing differences within the curriculum and teaching and learning styles.
- On 7 May the group returns to France
- Next year, either in February or April, your school will have the opportunity to send a member of staff on a reciprocal course organised for us by the Academie de Toulouse. This will be funded through the Comenius 2.2 programme. This year, the LEA has been able to support each host school by providing costs for 2 supply days (5 needed in all). Whilst I can give no

guarantee that I will be able to offer the same level of support in 2006, there is strong commitment to our partnership with Toulouse and the LEA will do what it can to ensure this project is sustainable.

- Obviously a major spin off from this scheme is the possibility of school to school links which may lead to Comenius projects in the future.

Teachers who were in phase one of this partnership went to Toulouse in February 2004. They found the language course and particularly the work-shadowing extremely valuable. A second 'batch' of Norfolk teachers will be doing their reciprocal visit at the beginning of April.

If you would like your school to be involved, please find attached a form which asks for brief details about your school and the person who will act as host. This is so that I can try to match like schools, and as far as is possible, personalities. Please return this form to Melanie Waite (contact details above).

If you are interested in this scheme but have any queries, do not hesitate to contact me. I am happy to come out and talk to you and your staff about the advantages of this project!

Yours sincerely

Alison Cunningham  
Education Officer (Strategic Planning)



## Norfolk/Toulouse Primary Teacher Project

Name of school:	Phone:
Name of contact in school:	Phone:
Brief details about the school (NOR, age range, location etc.)	
Name of host (if different)	Phone:
Date of birth:	
Address:	Phone:
Family details (including pets)	
Are you prepared to accept a smoker?      Yes/No	
Other information which may be relevant (for example interests).	

Please return form to:

Mrs Melanie Waite, Secretary for:  
Mrs Alison Cunningham  
Education Officer (Strategic Planning)  
Norfolk County Council  
Education Department  
County Hall  
Martineau Lane  
Norwich NR1 2DL