



PROGRAMME DETAILS - Session 2/2009

Intro

IBSB is the only international school in Romania which organizes teaching practice sessions for university students who wish to pursue a teaching career. As a result of the protocol we have established with Spiru Haret University, one of the strongest Romanian Universities, we are now a teaching practice centre and we are already planning ahead for the next academic year for a more complex programme. This is another first for the European international schools market as IBSB has broken the barriers between secondary and higher education.

Although, the programme is still at an embryonic stage, we are sure it became a point of reference and a pillar in preparing international educators ready to keep abreast with the educational thought and practice and force the challenges of teaching in an international environment.

http://www.ibsb.ro/our_school/school_exp.htm

Purpose/Aim

The aim of the programme is to develop trainee's practical skills and understanding for planning and evaluating lessons, teaching and class management, and to begin to understand the role of assessment in teaching and learning. The whole programme is concerned with introducing the British educational system to the Romanian students who want to develop a future teaching career in an international school. Also, the programme provides a perfect medium for the British and international students who want to complete their teaching practice [PGCE] in a leading British international school.

Programme Sequences/Staff responsibility

Before the programme to commence the academic staff should be provided with all the important details

Responsible Teachers [see special section for details]:

- Will be informed about their allocated students and their responsibilities
- Will be provided with all the necessary forms [that have to be completed]
- Will be aware of the importance of a friendly and professional working environment

All of the teachers:





- will be informed about all the areas of the programme and the possibility of being friendly observed and enquired by the teacher students; each observation must be agreed with them
- will create a friendly environment for the student teachers
- will make possible this programme

Inset

The programme commences with an inset session for the teacher students [the Saturday before the week of commencing]

Ciprian Tiplea will chair the session and will inform the student teachers about the following expectations of them in school [all of the responsible teachers must attend; any other teacher is welcome]:

- Punctuality and attendance [coordinators must be informed of any illness or delay]
- Respect for the ethos of the school
- Seeking permission for interviewing
- Tact in commenting on the work of pupils or staff
- Initiative in supporting the class and teacher
- Sensitivity to pupils' needs and problems
- Dress codes
- Issues of confidentiality when writing about school and pupils
- Employment Opportunities; [Reinforce the idea that some strong students will be invited to a permanent contract with the school]

Programme Schedule *

*see separate sheets

Timing: 2 + 1** weeks

** week 3 is an extent reserved for some additional seminars, review of the programme and portfolio award ceremony

Outcomes

- The main focus of observations and experiences during this period should be looking at the social context for learning and noting a range of strategies for teaching and class management





- Developing the professional judgment needed for longer term planning, teaching and assessment

Responsibilities of the Programme Coordinators

- Liaison with the universities
- Keeps the university informed of problems
- Provide general information on the school, its ethos, aims, policies and practices
- Day to day support for teacher students during school experience
- Preparation of the timetable for students
- Enabling observations and enquiries within departments
- Co-ordination of evaluations
- Ensure quality of opportunity within school

Expectations/Responsibilities of student teachers

Before entering schools on any part of the course, students are informed of the following expectations of them in school:

- Punctuality and attendance [coordinators must be informed of any illness or delay]
- Respect for the ethos of the school
- Seeking permission for interviewing
- Tact in commenting on the work of pupils or staff
- Initiative in supporting the class and teacher
- Sensitivity to pupils' needs and problems
- Dress codes
- Issues of confidentiality when writing about school and pupils

Responsible staff

- **Programme Coordinators:** Ciprian Tiplea/Head of School, Bogdan Lazar/Director of Studies
- **Programme Officer:** Ioana Dumitrescu/Links Officer
- **Seminars/Trainers:**





- **Educational Management [Important Management Positions in International Schools] :**
Ciprian Tiplea
- **Students' Motivation / Merits and Warnings System:** Ioana Dumitrescu
- **Comenius Project:** Ioana Dumitrescu
- **Teaching in International Schools:** Lucy Crane & George Fieraru
- **Class Management:** Neil Lee
- **The British International Curriculum:** Ciprian Tiplea
- **Issues related to access to Higher Education [UCAS]:** Bogdan Lazar
- **International Schools in Romania:** BL
- **The Role of HOD/Form tutors:** Roy Chambers
- **PSHE:** Gabriela Hingley
- **Special Educational Needs:** Marina Vasile
- **Computer Assisted Teaching/Implementation of ICT in other subjects:** Neil Lee
- **Extracurricular / Cross-curricular Activities:** Jane Broadhurst
- **Community Action Service:** Johanna Croci
- **Prefects / House System:** Abhijit Bhaumik / Mihaela Boian
- **Primary School Curriculum:** Alan Cornish

- **Subjects Coordinators:**
 - **English Language:** Roy Chambers
Faculty of: **English**

 - **Mathematics:** Ciprian Tiplea
Faculty of: **Mathematics-Informatics**

 - **Foreign Languages:** Ioana Dumitrescu
Faculty of: **Languages** [All the specialties]

 - **ICT:** Neil Lee
Faculty of: **Mathematics-Informatics**

 - **Social Sciences:** Johanna Croci
Faculty of: **Psychology**

 - **Humanities:** History : Lucy Crane, Geography: George Fieraru
Faculty of: **History, Geography**

 - **Music:** Angel Militaru





Faculty of: **Music**

- **Physical Education:** Ciprian Iacob
Faculty of: **Physical Education**

Issued Documents

[For the teacher students]:

- *Certificate in School Experience*
- *Assessment Transcript*
- *Letter of recommendation from the school*
- *Reference from the Head of School*
- *Reference from the Trainers/Responsible Teachers*
- *Reference from the Programme Coordinator*
- *Reference from the Programme Officer*

[For the involved IBSB teachers]:

- Certificate of participation in the School Experience Programme [on request]

Bilateral Documents [IBSB-SHU]:

- Protocol
- Award of affiliation

BL, July 25, 2008
BL, Amended, August 20, 2008
CT, Approved, September 12, 2008
BL/CT, Amended, October 18, 2008
BL, December 19, 2008
BL, February 02, 2009



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