

**Erasmus+ MOBILITY AGREEMENT FOR SCHOOL STAFF and QUALITY COMMITMENT
for school education****I. DETAILS ON THE PARTICIPANT**

Name of the participant: Petya Petrova Dimova

Sending institution (name, address): Nachalno uchilishte "Otets Paisii", 6450 Harmanli, Dialko Milkovski 19, Bulgaria

Contact person (name, function, e-mail, tel): contact person: Petya Dimova, petqdimova@yahoo.com, tel:+359894342956

II. DETAILS OF THE PROPOSED PROGRAMME ABROAD

Receiving organisation (name address): English Matters, Avda de Madrid, 35P.7-4^o Izda 23008 Jaén (Spain)

Contact Person (name, function, e-mail, tel): Irene Marín +34 914 23 09 88. Programme Co-ordinator, english@englishmatters.eu

Planned dates of start and end of the mobility period: 01.08.2016 – 12.08.2016

Detailed programme of the mobility period: ICT for Teaching in England: A practical course to incorporate Information Technology into Teaching (literacy, numeracy, science, etc.) in Leeds

1st week

Monday:

9.30-13.00

Registration

Introduction to Programme

14:30 Field Project. Discovering Leeds

Tuesday:

09:30-13.00

ICT for Teaching

Workshop: Material Design. Internet based project work

Wednesday:

09:30-13.00

ICT for Teaching & Language Focus

14:30 Workshop: Cultural Traditions

Thursday:

09:30-13.00

ICT for Teaching

Workshop: Websites for Skills and Language Development

14:30 Field project: Royal Armouries Museum

Friday:

09:30-13.00

ICT for Teaching & Language Focus

Saturday: 09:00-17:00 Day Study Visit & Field Project

Sunday: Free

2nd week

Monday:

09:30-13.00

ICT for Teaching & Language Focus

Tuesday:

09:30-13.00

ICT for Teaching

14:30 Field project: Leeds City Museum

Wednesday:

09:30-13.00

ICT for Teaching

Workshop: Guided E-Learning. Classroom blogs

14:30 Field project: Henry Moore Institute

Thursday:

09:30-13.00

ICT for Teaching & Language Focus

15.00. Discussing Dissemination Strategies for Erasmus+ & European Dimension

Friday:

09:30-13.00

ICT for Teaching

Evaluation

NOTE: This programme may be subject to amendment. Such amendment, if necessary, will be kept to a minimum.

Tasks of the participant before, during and after:

Before the Mobility: The participant will carry out activities for his/her cultural and pedagogical preparation for the mobility (linguistic preparation, self-study, analysis of information received, notes and tips for travel to the destination country, etc.).

During the Mobility: Participants will join in hands-on workshops, interactive sessions, collaborative group work and reflective journaling. This methodology should enable them to use ICT in class and to exploit and create ICT resources for teaching and learning. Participants will also join in sessions to analyse ways in which Information and Communication Technology can redefine the concept of critical literacy in class and its implications for students' learning. European Dimension in Education, networking and partnership building, planning of and discussion about dissemination strategies will help to share views and learning. Field projects and visits to places of historical and cultural significance will help participants to use contexts for creating learning content.

After the Mobility: The participant will report about his/her learning and experience and will implement/participate in dissemination actions in their educational community and other feasible contexts.

Competences to be acquired by the participant:

Use of strategies and methodologies for teaching and learning by using ICT tools. Inquiry-based reflective practice and sharing of professional knowledge

Oral and written foreign language skills in communicative settings.

Use of ICT in class, exploitation and creation of ICT resources for teaching and learning. Reporting of learning through presentation by means of ICT tools.

Planning, implementation, report and reflection on experience

Intercultural awareness in a multicultural interactive setting

Development of European awareness and dissemination strategies.

Monitoring and Mentoring of the participant before, during and after the mobility:

Before the activity: The sending institution will monitor and mentor the candidate's participation in actions for the preparation of his/her mobility such as linguistic preparation for better communication during the mobility; the analysis of information provided by the receiving organisation; the reflection on professional development through completion of professional questionnaire to be sent to receiving organisation; and autonomous research about topics related to their mobility.

During the activity: The receiving organisation will monitor and mentor the relevance and quality of the participants's experience by ensuring quality in the delivery of the training programme, by monitoring and mentoring the candidate's participation in the training activities, in their co-operation with other participants, in the study visits and insights into the local culture and way of life, in the exchange of good practice and in the professional journaling on the experience.

After the activity: The sending institution will monitor and mentor the implementation of dissemination actions about participants' experience and learning among their educational community, and will provide feedback to the receiving organisation about dissemination outcomes. Following on from the training activity, the receiving organisation will offer their partner finding forum for international networking and promotion of a European dimension, which will continue and expand the dynamics created.

Evaluation and Recognition of the mobility: The sending institution will ensure the validation and recognition of the competences acquired by issuing a Europass for recognition of learning outcomes. Receiving organisation will complete the sending institution's issued Europass with the description of skills and competences acquired by the participant during the mobility. The receiving organisation will also issue its organisation's Certificate of Attendance which will include participant's name, start and end dates of training, title of the training activity, description of training content, time input and evaluation of the participant.

III. COMMITMENT OF THE PARTIES INVOLVED

By signing this document, the participant, the sending organisation and the receiving organisation confirm that they will abide by the principles of the Quality Commitment attached below.

THE PARTICIPANT

Participant's signature

Petya Petrova Dimova

Date:

THE SENDING INSTITUTION

We confirm that this proposed mobility agreement is approved.

On completion of the mobility the institution will issue a **Europass Mobility** [... *other form of validation/recognition*...] to the participant

Legal representative/Coordinator's signature

.....

Date:

.....

THE RECEIVING ORGANISATION

We confirm that this proposed mobility agreement is approved.

On completion of the mobility the organisation will issue a **Certificate of Attendance** and complete a **Europass Mobility** to the participant.

Coordinator's signature

English Matters



Date: 21/07/2016

ERASMUS + MOBILITY FOR EDUCATION STAFF
QUALITY COMMITMENT

Obligations of the Sending Organization

- *Follow-up the European Development Plan of the institution*
- *Select the participants by setting up clearly defined and transparent selection criteria and procedures.*
- *Help with organizational arrangements with partner institutions to arrange job-shadowing and teaching assignments*
- *If one or more of the selected participants face barriers to mobility, special arrangements for those individuals must be made (eg those with special learning needs or those with physical disabilities). Arrange for accompanying persons if necessary, taking care of all practical arrangements.*
- *Organize linguistic (if necessary), pedagogical and inter-cultural preparation for mobile staff*
- *Support the reintegration of mobile participants and build on their acquired new competences for the benefit of the school, teaching staff and pupils*
- *Evaluate the mobility as a whole to see whether it has reached its objectives and desired results.*
- *Disseminate the results of the mobility project as widely as possible.*

Obligations of the Sending and Host Organization

- *Agree on a tailor-made learning or teaching programme for each participant*
- *Define the envisaged outcomes of the mobility period, including impact on the organisations involved as well as individual learning outcomes of the participant in terms of competences.*
- *Establish a Mobility Agreement with the participant to make the intended programme and learning outcomes transparent for all parties involved.*
- *Ensure the validation and recognition of the competences acquired. Recognise learning outcomes which were not originally planned but still achieved during the mobility. Use Europass for recognition of learning outcomes.*
- *Provide any necessary information and assistance to participants*
- *Establish appropriate communication channels for the duration of the mobility and ensure these are clear to the participant and the organizations involved.*
- *Monitor and evaluate the progress of the mobility on an on-going basis and take appropriate action if required*

Obligations of the Host Organization

- *Foster understanding of the culture and mentality of the host country.*
- *Assign to participants tasks and responsibilities to match their competences and training objectives as set out in the Mobility Agreement and ensure that appropriate equipment and support is available.*
- *Identify a tutor or mentor to monitor the participant's learning progress and/or offer professional support.*
- *Provide practical support if required including a clear contact point for participants.*
- *If necessary, help the sending school and the participant to identify the appropriate insurance cover for your country*

Obligations of the Participant

- *Establish the Mobility Agreement with the sending organization and the host organisation to make the intended outcomes transparent for all parties involved.*
- *Comply with all the arrangements negotiated for the mobility and to do his/her best to make the mobility a success.*
- *Abide by the rules and regulations of the host organization, its normal working hours, code of conduct and rules of confidentiality.*
- *Communicate with the sending organization and host organization about any problems or changes regarding the mobility.*
- *Submit a report in the specified format, together with requested supporting documentation in respect of costs, at the end of the mobility.*

Signatures:

Sending Organization:

Host Organisation:
English Matters S.L.



Participant: Petya Petrova Dimova