



**Training Course in:
Leadership in Secondary Education**

Finland 2014-15



Contents

About the course	2
Course-specific educational aims	2
Course dates	2
Who the course is for	3
Course methodology and approach	4
Pre-course and follow-up activities	5
Course evaluation	6
Course certification	6
Organisation of course activities (including teaching, cultural events, accommodation and subsistence)	6
Course cost and funding opportunities	7
Accommodation details	8
Travel to and from Italy	8
Location of course	8
Daily programme of activities	9
Registration form	10

About the course

There has been an increased focus on improving standards in education at European level due to this being identified as a key to success and fulfillment of all citizens. A well performing education system supports the issues of early school leaving and improvement of attainment of young people.

Therefore, improving the quality of teaching and learning through a strong leadership that supports the development the skills of those involved in providing such education, is paramount in achieving excellence in education and increasing the participation rates.

This full-week course is designed for secondary school leaders and staff, and aims to improve knowledge and understanding of approaches and practice in the Finnish Education system. The course methodology encourages active participation, sharing of good practice and reflection of approaches used to improve the provision and the quality of education. The course is delivered by experienced trainers and advisors, offering a culturally rich learning experience in a region renowned for excellence in education. It includes visits and interaction with schools in Finland with the opportunity to observe and evaluate practice in 'another

country'. This exposure and interaction also offers the potential to develop links for future partnership work and links.

Course specific educational aims

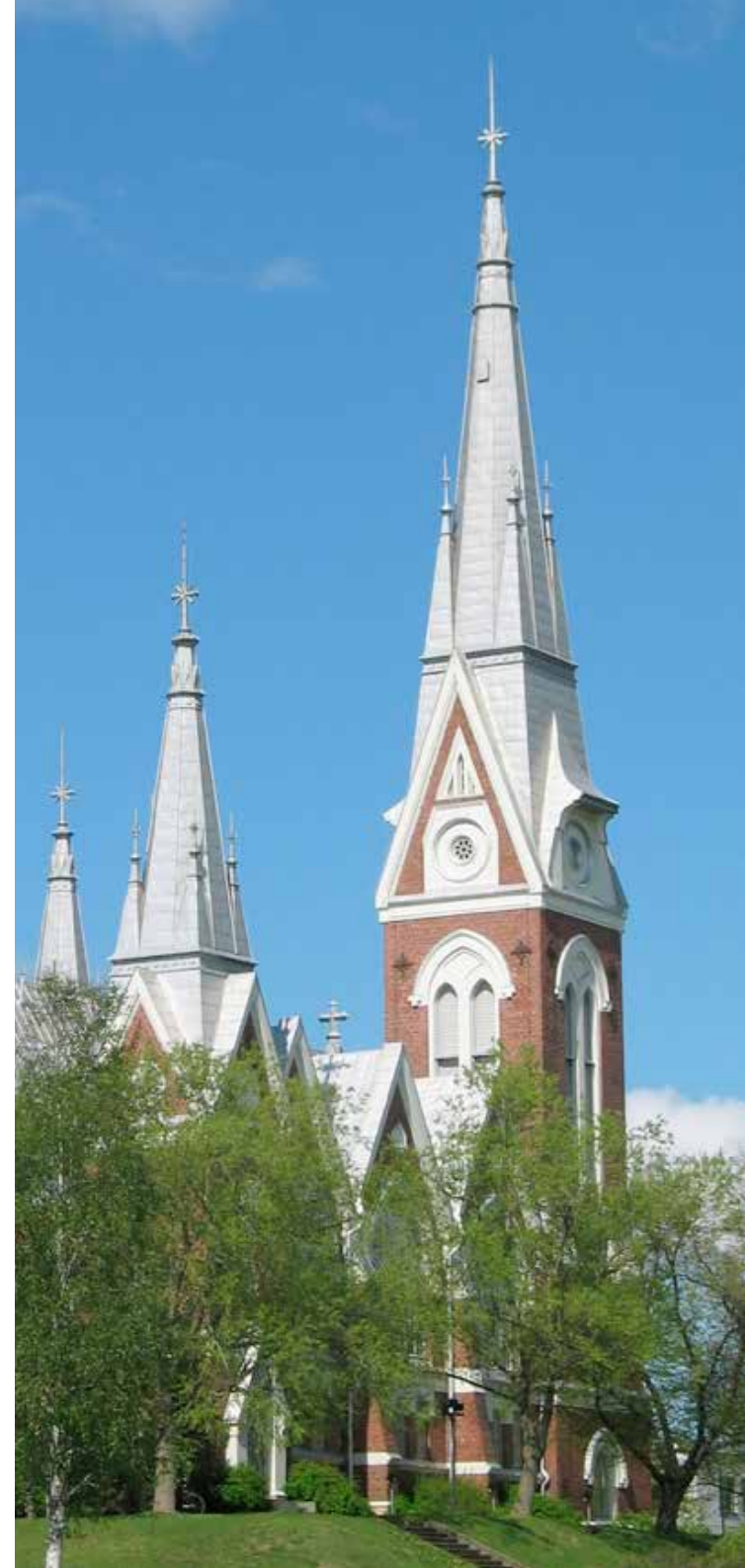
The course aims to:

- develop knowledge and understanding of the education system in Finland in order to broaden participants' understanding of practices and policies
- increase competencies within participants' own practice
- improve management skills in order to operate within an international setting
- provide an opportunity to share good practice and evaluate own practice in order to integrate new approaches
- provide an opportunity to work collaboratively in developing plans for modernisation and of own practice

Course dates

Finland (Joensuu) 2013-14

21/9 to 27/9 (2014)	Secondary Education
12/4 to 18/4 (2015)	Secondary Education





Who the course is for

Courses are aimed at secondary leaders, governors and educators. The course is designed to meet the needs of the target group and delivered according to this.

In particular, the following staff may apply:

- established headteachers and aspiring headteachers who would like to develop and enhance their practice within a European context
- governors, staff and advisors who work supporting school leadership
- coordinators who work to develop curriculum provision within their school/centre

Course methodology and approach



The course encourages the use of a creative approach and includes specific sessions on developing and evaluating strategies used within the system observed. It also includes sessions to develop partnership work with teachers and educators from within Europe, as well as other activities available under the Erasmus+ Programme.

During the week attendees will be encouraged to reflect on their learning journey and will be tasked with working together to develop a plan of actions to implement upon their return. These will be shared within the group and uploaded to a public website

so that teachers within the wider educational community can learn from their experience. This work forms an integral part of the dissemination activities attendees will undertake upon their return home.

Throughout the week a variety of teaching and learning sessions will be delivered with specific teaching and learning aims.

These include:

- evaluation and reflection of practice
- cultural sessions and cultural visits
- visits to educational establishments for observation of practice and an opportunity to make links for future partnership work.

Attendees will evaluate their experience at the end of each day and the course will culminate in an end of week evaluation session and exhibition of their work.





Pre-course and follow-up activities

A website, with a blog, will be set up prior to the course in order to encourage communication between participants. The site will be used to disseminate pre-course work and to encourage delegates to initiate a dialogue between themselves and course trainers.

Delegates will be sent resources and reading materials as part of the pre-course preparation. They will be asked to prepare a presentation on aspect of their school environment to share with other delegates on the course as well as prepare a presentation about they own setting and country models.

Once back in their own country, participants will be encouraged to continue networking with other participants and course trainers. All materials developed during the week will be uploaded on the website and additional web links will be shared to continue learning beyond the end of the course. Delegates will be encouraged to continue sharing good practice and, through the website, disseminate additional materials developed post course.

Course evaluation

Attendees will be supported in evaluating their learning throughout the week, within both formal and informal contexts, such as cultural visits and organised social excursions. They will carry out a formal evaluation at the end of each day and this will feed into the summative evaluation at the end of the week. The summative assessment will take the form of a questionnaire and a focus group report, together with an exhibition and formal presentation of the group-work developed.

Course certification

A course-specific certificate will be provided at the end of the training week, together with the Europass Mobility Certificate.

Organisation of course activities (including teaching, cultural events, accommodation and subsistence)

All aspects of the course are taken care of by the LEAP Ltd trainers and advisors:

- accommodation in single rooms (see page 8 for details of accommodation)
- all teaching and training sessions are included and delivered either at a partner training centre/ school or at a training/conference centre.
- the cost includes all meals throughout the week, local travel and specific cultural visits and excursions as specified in the detailed programme.
- travel to and from the airport in the target country is included, provided that local public transport is used. Delegates are asked to keep the receipts of such costs as these will be reimbursed upon arrival on the first day of the course.

Costs of any other arrangements outside the detailed programme will not be met by the organisers.





Cost of course and funding opportunities

The cost of the course, including course fee, pre-course assignments and support, accommodation, meals and travel to and from the venue, can be funded through the Erasmus+ Programme under the Key Action 1 (Learning Mobility of Individuals). The application for funding is made by the employer of the participant(s).

To apply for the grant, organisation must reside in one of the eligible countries within the Erasmus+ Programme (for UK applicants, visit <http://www.erasmusplus.org.uk/how-to-apply>, or contact our team who will provide further help and guidance). For all other countries, please visit <http://ec.europa.eu/programmes/erasmus-plus/>

Accommodation details

All participants will be accommodated in single rooms in a modern hotel near the centre.

Travel to and from Finland

Joensuu Airport is located 11 kilometres northwest of Joensuu city centre. A bus runs regularly from the airport to the city centre.

Many airlines provide frequent flights to Joensuu

Visit www.skyscanner.net to see some options.

Location of the course

Joensuu is the second largest city in Eastern Finland and the capital of North Karelia. It is located at the outfall of the river Pielisjoki in the Saimaa lake system.

For more information on Joensuu visit its tourist office: http://www.visitkarelia.fi/en/Explore/North-Karelia/North-Karelia-on-Map/Joensuu#General_information.



Daily programme of activities

Sunday	
16.00	Registration & welcome by the organisers and trainers
18.00	Official opening of training event and detailed presentation of training programme and arrangements. During this session, delegates will be set the week-long group task, followed by a Question & Answer session
19.00	Dinner at local traditional restaurant
Monday	
7.00-8.30	Breakfast at hotel
8.45 – 9.00	Arrival at training venue
9.00-9.30	Registration
9.30- 11-00	Session 1 The Finnish Education System (Part 1): approaches and strategies used in leading a successful school
11.00-11-30	Break and networking
11.30-13.00	Session 2 The Finnish Education System (Part 1): approaches and strategies used in leading a successful school
13.00-14.00	Lunch
14.00-15.30	Session 3 Sharing good practice session in a 'Show and Tell style' to evaluate teaching methods and educational systems
15.00-15.30	Break and networking
15.30-16.30	Session 4 Sharing good practice session in a 'Show and Tell style' to evaluate teaching methods and educational systems
16.30-17.00	End of day evaluation and discussion
17.00	Free time
20.00	Dinner

Tuesday	
7.00-8.00	Breakfast at hotel
8.30 – 9.30	Travel to a local school
9.30-10.00	Registration
10.00-13.00	Session 5 Visit to an educational establishment for observation of practice and networking
13.00-14.00	Lunch
14.00-16.00	Session 6 Evaluation and discussion: Commonalities and differences in approaches and strategies
16.00	Return to Hotel and Free time
20.00	Dinner and end of day evaluation and discussion

Wednesday	
7.00-8.00	Breakfast at hotel
8.00-9.00	Travel to a local school
9.00-9.30	Registration
9.30-13.00	Session 7 Visit to an educational establishment for observation of practice and networking
13.00-14.00	Lunch
14.00-15.00	Session 8 Commonalities and differences in approaches and strategies
15.00-15.30	Break and networking
16.00-18.00	Session 9 Guided tour of the city
17.00	Free time with free evening

Thursday	
7.00-8.00	Breakfast at hotel
8.00-9.00	Travel to a local school
9.00-9.30	Registration
9.00-13.00	Session 10 Evaluation and pedagogical discussion of teaching methods observed with local teachers and teaching advisors
13.00-14.00	Lunch
14.00-15.30	Session 11 Evaluation and pedagogical discussion of teaching methods observed with local teachers and teaching advisors
15.30-16.30	Return to hotel
20.00	Dinner

Friday	
7.00-8.00	Breakfast at hotel
8.45-9.00	Arrival at training venue
9.00-9.30	Registration and a Question and Answer session
9.30-11.00	Session 13 Our learning in practice Planning session
11.00-11.30	Break and networking
11.30-13.00	Our learning in practice Planning session
13.00-14.00	Lunch
14.00-16.00	Session 14 Presentation and exhibition of work
17.00-18.00	End of course evaluation and presentation of Certificates.
20.00	Dinner and a Question and Answer session on report writing and follow-up activities and networking

How to register

The initial stage of application is to complete the registration form. You can either complete the form on the right, returning it by post to:

LEAP Ltd
34, Fallowfield Road
Walsall UK, WS5 3DH

Or alternatively you can complete an electronic version available at www.leaponline.eu or as a Word document on request from:

info@leaponline.eu

Once the registration form has been received, we will notify the applicant with a confirmation e-mail with guidance on applying for the relevant funding.



For additional information, please visit the Language Education And Partnerships website at:

www.leaponline.eu

Registration form (Finland)

Applicant details

Name: _____

Surname: _____

Address: _____

Post Code: _____

Telephone: _____

E-mail: _____

Date of Birth: ____ / ____ / _____

Nationality: _____

Employer details

Name: _____

Address: _____

Post Code: _____

Saturday	
7.00-8.30	Breakfast at hotel
8.30-12.00	Official goodbye from the team
12.00	End of course



www.leaponline.eu

info@leaponline.eu

tel: +44 (0)7837 588990