



PROFESSIONAL VISITS BY FRENCH TEACHERS **INVITATION FOR EXPRESSIONS OF INTEREST FROM INTERESTED SCHOOLS 2023/2024**

The Department of Education and the French Education Ministry have agreed a programme to place 18 French teachers in Irish post-primary schools for a period of two weeks. A similar scheme is available for Irish teachers of French to spend two weeks in a French school.

The scheme aims to promote teacher mobility; to encourage the European dimension in education; to strengthen links and relationships between schools and teachers in Ireland and France; to promote languages and teachers' professional development; to encourage professional dialogue and the sharing of good practice; and to facilitate the setting up of exchange projects between teachers and students. The visiting teacher may be a teacher of English or may be a teacher of another subject such as History, Science, Economics etc.

Some key aspects of the scheme are set out below:

- The visiting teacher will expect to be welcomed into the school and to be allowed participate in all areas of school life. The French authorities suggest that the teacher should accompany the French language teachers into some classes and that they should also have the opportunity to visit classes in their own subject (English) and in other subjects of interest to them.
- The school needs to be prepared to help the teacher to find accommodation and to assist with meals e.g. lunch. Assistance with travel to the school may also be required if there is some distance between the school and the visitor's accommodation.
- The approval of the principal who will be responsible for ensuring that the teacher is made welcome in the school.
- The designation of a liaison teacher within the school to take charge of the necessary arrangements.

Principals of schools who are interested in hosting a visiting teacher should fill in the form below and return it to **Louis O'Sullivan, Teacher/SNA Terms and Conditions Unit, Department of Education, Cornamaddy, Athlone, Co. Westmeath**

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I confirm that I have read and understood the terms of the French Professional Visits scheme, and that my school wishes to to host a visiting teacher in 2023/2024.

Signature of Principal: _____ Date: _____

Signature of CE: _____ ETB: _____

(The signature and approval of the Chief Executive of the ETB is required if the school is a Community College or an ETB School)

School Name: _____ Roll No: _____

Name of Principal: _____

E-mail: _____

School _____ Tel: _____

Address: _____ Web Address: _____

No. of Students : Male _____ Female _____

Name of Liaison Teacher: _____

Email Liaison teacher: _____

If your school already has a partner school in France, and wishes to host a teacher from that school, please complete this section.

Please enter the name, school and contact details for the visiting teacher from France. Please note that these details will be shared with France Education International (FEI), who are the organisers of the scheme for the French Ministry of Education

Name of Teacher.....

Phone number.....

Email.....

Teaching subjects.....

Name of School in France.....

School address

School email

Data Protection

The Department of Education will treat all personal data you provide on this form as confidential and will use it solely for the purpose intended. The information will only be disclosed as permitted by law or for the purposes listed in the Departments registration with the Data Protection Commissioner - REF 10764/A

If the information you have provided is to be used for purposes other than outlined in the Departments registration with the DPC your permission will be sought.