



Erasmus+

2018

Advancing your Professional Practice

STAFF, TEACHERS & PROFESSIONAL TRAINING COURSES



Committed to excellence in English language instruction, we strive to exceed our students' expectations.

Our mission is to provide the highest standard of education services in teaching English to non-native speakers, using the most innovative and effective methods and incorporating the best technological tools while providing our students with a holistic experience of the language and of our country through active engagement in activities related to history, culture, cuisine, adventure, and interaction with the local community.

EUROPEAN COMMISSION PIC
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At **Alpha School of English** we offer a wide range of innovative teacher training courses and have an enthusiastic team of professional English Teacher Trainers so you can be assured of the highest standards and latest teaching methodologies.

TRAINING COURSES

	DURATION	PRICE
Creative methodology	5-day 10-day	€350 €700
Teaching English to very young learners (pre-school/ early primary)	5-day 10-day	€350 €700
Creative use of Technology in the classroom	5-day 10-day	€350 €700
Go IWB! - Interactive Teaching and Learning on the Interactive White Board	5-day	€350
CLIL - Content & Language Integrated Learning	5-day	€350
How to maximise learning on field trips	5-day	€350
English Language development for teachers - Subject Specific	5-day 10-day	€350 €700
English Language development for teachers & school staff	10-day	€700
A guide to conducting classroom observations	5-day	€350
Survival Skills for Admin Staff	5-day	€350
Teaching Business English - ASK FOR DETAILS	5-day	€350
Public speaking, communication & presentation skills for professionals	5-day 10-day	€350 €700
Effective classroom management. Available to closed groups only	5-day 10-day	€350 €700

JOB SHADOWING

Job shadowing placement at an EFL, primary or secondary school. €300

REGISTRATION

All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium. €100

EXCURSIONS

Cultural excursion programme (Optional) *sample included at the end of this brochure* €125

ACCOMMODATION 2018

	JAN-MAR	APR - JUN**	JUL - AUG	SEP - OCT
3 Star Hotel (Single room, Bed & Breakfast)	€168	€315	€434	€364
3 Star Hotel (Single room, Half board)	€245	€378	€490	€434
Shared Villa (Twin room, Single use, Self-catering)	€280	€455	€455	€280

Prices correct at publication and are subject to change. Shared room and other accommodation options available on request

PLAYSCHOOL & KID'S CLUB

Supervised play (ages 2-7 years) and group lessons (ages 5-8) for your accompanying children Low season €170
Summer €220





At Alpha School we offer a useful range of teacher training courses which are:

Friendly and Fun Supportive and Reflective Effective and Informative Practical and Relevant

Our Alpha School teaching training sessions set out to provide modern-day teachers with a range of active and creative skills and methodologies which they can implement successfully in the classroom to make lessons more interactive and relevant for the students, whilst still meeting the demands of the subject curricula.

The sessions will act as a forum for teaching professionals to share, build on and celebrate their own, as well as other people's, good practice within the classroom, and in addition provide practical support and advice to try out new ideas.

We believe that allowing teachers to self-evaluate what they do and experiment with different techniques in a non-judgemental and non-threatening environment, away from their own institutions, is a vital part of a teacher's continuing professional development programme.

We aim to provide teachers with:

- High quality teaching
- A positive forum where ideas can be discussed and critiqued
- Comfortable and IT equipped classrooms
- Valuable resources and practical ideas that can be used effectively in the classroom

APP Course Aims:

To self-evaluate one's everyday teaching practice, highlighting both strengths and areas for development, related to creative-based lesson activities in a non-judgemental and non-threatening environment

To discuss, share and develop a wide range of creative teaching ideas for use in the classroom by means of different media in order to convey curricula content to students in relevant and engaging ways

To evaluate the use of such creative methodologies; their effectiveness in meeting lesson aims/objectives and their impact on the learners' understanding and retention of the course content □To discuss, share and develop IT-centric teaching and learning ideas and evaluate a number of classroom tools and applications using mobile technology and the Internet





CREATIVE Methodology



5day

This immersive and interesting **Advancing your Professional Practice (creative methodology)** 5-day course will allow participants to develop their English skills and personal classroom practice through teacher-led lectures and practical-based sessions. Having the opportunity to share your ideas with others and then actually deliver them in 'mini lessons' makes our course something unique and extremely appealing to the can-do teacher.

This shorter 5 day course sets out to cover the main content of the full 10 day programme, with less time spent on the practical element. A wide range of ideas will be explored, creating a forum for experienced classroom practitioners to share and discuss teaching in the modern age. Course content will include the main topic areas:

CREATIVE CLASSROOMS

A plethora of ideas will be explored, including games, drama, music and art-based activities, to turn dry course book content into kinaesthetic, fun and memorable learning experiences.

FUTURE FOCUS

Staying in the creative mould, the key focus here centres around using modern technology and techno-themed ideas to appeal to young English learners brought up in a modern and social media-centric world.

THE WORLD OF ENGLISH

Languages don't stagnate - they are constantly changing and evolving so an opportunity to bring your own English skills up-to-date will be included. Additionally a number of cultural aspects will be tackled to help you keep your finger on the pulse of the English-speaking world.

Throughout the course you will also: evaluate and develop your own teaching techniques and personal practice. Be actively involved in your own lifelong learning journey. Discuss and critique your own ideas with other professionals in your field.

Day 1 - My Teaching - Theory

This session will allow you to share your current good practice with other teaching professionals. It creates a positive starting point on which to build new skills.

A look at the English-speaking world from a modern viewpoint,

looking at its ever-changing culture and language will also be covered.

Your Personal Teaching Journey - Sharing your experiences, ideas and expertise with other professionals; self-assessing your own classroom practice and deciding on your strengths as a practitioner - what works well for you?, What do your students enjoy?

Your CPD Needs - Sharing what you have learnt on previous courses and stating what you would like to get out of this course; highlighting areas of professional development that you would like to improve in terms of creating a creative, modern environment where your students can learn best

Modern English - English is a diverse and organic language where meanings change and new words come into being on an almost monthly basis. We will explore some of this vocabulary so that you can teach your students the most up-to-date language for work and for everyday life. We would like you to use the course as a way of developing your own language skills as well - please ask your course teacher at any time if you would like to revise and review anything 'English'.

English Culture Cultures - To keep you up to speed with delivering the best course content possible in your institutions we will explore some of today's cultural aspects of native English-speaking countries (i.e. the UK and the US) discovering what is 'trending' in their worlds.

Day 2 - Active Teaching - Theory

Students enjoy being active in their lessons and they love competing in teams. This session will focus on making even the dulllest language structure exciting.

Paper-based Games - A variety of interesting and easy-to-make ideas for bringing vocabulary, sentence structures, grammar points and conversations to life using only paper.

Get Up and Go - Getting students off their seats to create movement helps to break lessons into more manageable chunks. In this part of the session we will explore how physically active games can be employed in most classrooms, regardless of size and space.

Team English - We will also focus on creating friendly competitiveness amongst students in large and small groups and what to do if students are reluctant to participate.

Day 3 - Techno-Teaching - Theory

Love it or loathe it we are surrounded by technology and social media so we need to embrace it if we are going to relate to our techno-minded students. This session will focus on using technology and technology-based ideas to bring the 21st Century into our classrooms.



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IWB - Using an interactive whiteboard to produce interactive lesson resources.

iPads - Using iPads for a range of teaching and learning purposes.

On the Web - Exploring ready-made resources and applications online and using real-life articles to cover your curriculum.

Social Media Ideas - Using old-fashioned methods of writing and speaking exercises with a social media slant - appealing to students with teaching ideas based around Facebook, YouTube and SMS messaging.

Day 4 - Dramatic Teaching - Theory

Using drama in the classroom is an excellent way of developing our students' speaking and responding skills and this session will focus on making this both engaging and useful.

Realistic Role plays - covering real-life situations and creating fluent conversations.

Projects & Presentations - project ideas that cover a variety of topic-based areas and provide a platform for interesting spoken work including students becoming the teacher.

Lights, Camera, Action! - encouraging students to be creative with the English language by writing mini film scripts, making Vlogs and producing video advertisements.

Day 5 - Creative Teaching - Theory

The final part of this course centres on the arts and media. It will also provide you with opportunities for using student peer and self-assessment. Rewards and motivation techniques are discussed and you will round off the week by assessing your own development.

Crafty Creations - Using students' artistic skills to create language-based art-work

Read All About It! - Developing magazines, newspaper articles and stories using writing frames.

Assessment & Motivation - How student self- and peer-assessment can be employed in the classroom to check understanding, iron out misconceptions and provide ideas for improvement; What can be done to reward and motivate students in your care.

Your Personal Teaching Journey Continued - Assessing yourself and how you will put into practice what you have learnt on this course.

COURSE SPECIFICATIONS

Course price: €350

Registration fee: €100

All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.

Cultural programme: €125 per week (optional)

Total programme fee: €575

Lessons per week: 30 teaching methodology

Class Size: Maximum 12

Training Days: 5

Lesson Duration: 1 lesson = 45 minutes

Min. Language level: B2

Suitable for: Non-native teachers (primary, secondary, higher education)



CREATIVE Methodology



10day

This immersive and interesting **Advancing your Professional Practice (creative methodology)** 10-day course will allow participants to develop their English skills and personal classroom practice through 5 teacher-led lectures and 5 practical-based sessions. Having the opportunity to share your ideas with others and then actually deliver them in 'mini lessons' makes our course something unique and extremely appealing to the can-do teacher.

Alpha School's 5 & 10-day 'APP Teacher Training Programmes' are our exciting and innovative new courses aimed at forward-thinking EFL teachers wanting to improve their classroom practice for a 21st Century audience.

Working with our enthusiastic and professional practitioners, a wide range of stimulating ideas will be considered to produce engaging and relevant lesson content for Secondary School aged students. Course content will include the main topic areas:

CREATIVE CLASSROOMS

A plethora of ideas will be explored, including games, drama, music and art-based activities, to turn dry course book content into kinaesthetic, fun and memorable learning experiences.

FUTURE FOCUS

Staying in the creative mould, the key focus here centres around using modern technology and techno-themed ideas to appeal to young English learners brought up in a modern and social media-centric world.

THE WORLD OF ENGLISH

Languages don't stagnate - they are constantly changing and evolving so an opportunity to bring your own English skills up-to-date will be included. Additionally a number of cultural aspects will be tackled to help you keep your finger on the pulse of the English-speaking world.

Throughout the course you will also: evaluate and develop your own teaching techniques and personal practice. Be actively involved in your own lifelong learning journey. Discuss and critique your own ideas with other professionals in your field.

Day 1 - My Teaching - Theory

This session will allow you to share your current good practice with

other teaching professionals. It creates a positive starting point on which to build new skills.

A look at the English-speaking world from a modern viewpoint, looking at its ever-changing culture and language will also be covered.

Your Personal Teaching Journey - Sharing your experiences, ideas and expertise with other professionals; self-assessing your own classroom practice and deciding on your strengths as a practitioner - what works well for you?, What do your students enjoy?

Your CPD Needs - Sharing what you have learnt on previous courses and stating what you would like to get out of this course; highlighting areas of professional development that you would like to improve in terms of creating a creative, modern environment where your students can learn best

Modern English - English is a diverse and organic language where meanings change and new words come into being on an almost monthly basis. We will explore some of this vocabulary so that you can teach your students the most up-to-date language for work and for everyday life. We would like you to use the course as a way of developing your own language skills as well - please ask your course teacher at any time if you would like to revise and review anything 'English'.

English Culture Cultures - To keep you up to speed with delivering the best course content possible in your institutions we will explore some of today's cultural aspects of native English-speaking countries (i.e. the UK and the US) discovering what is 'trending' in their worlds.

Day 2 - My Teaching - Practical

The first practical session of the week will allow you to share your expertise and ideas with your fellow trainers as well as take a more in-depth look at the 'World of English'.

You will give a small presentation about one aspect of British, American, Maltese or Australian culture that will showcase the English language at its best or most unusual.

Day 3 - Active Teaching - Theory

Students enjoy being active in their lessons and they love competing in teams. This session will focus on making even the dulllest language structure exciting.

Paper-based Games - A variety of interesting and easy-to-make ideas for bringing vocabulary, sentence structures, grammar points and conversations to life using only paper.

Get Up and Go - Getting students off their seats to create movement helps to break lessons into more manageable chunks. In this part of the session we will explore how physically active games



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can be employed in most classrooms, regardless of size and space.

Team English - We will also focus on creating friendly competitiveness amongst students in large and small groups and what to do if students are reluctant to participate.

Day 4 - Active Teaching - Practical

Using what you learnt about 'Active Teaching' on Day 3 you will create a range of resources for your own classroom. You will teach your ideas to others in the group and assess them and improve them as necessary. This will be a really kinaesthetic and rewarding session for everyone.

Day 5 - Techno-Teaching - Theory

Love it or loathe it we are surrounded by technology and social media so we need to embrace it if we are going to relate to our techno-minded students. This session will focus on using technology and technology-based ideas to bring the 21st Century into our classrooms.

IWB - Using an interactive whiteboard to produce interactive lesson resources.

iPads - Using iPads for a range of teaching and learning purposes.

On the Web - Exploring ready-made resources and applications online and using real-life articles to cover your curriculum.

Social Media Ideas - Using old-fashioned methods of writing and speaking exercises with a social media slant - appealing to students with teaching ideas based around Facebook, YouTube and SMS messaging.

Day 6 - Techno-Teaching - Practical

During this session you will be 'let loose' on the in-class technology to research new web-based resources as well as create and deliver some inspiring techno-lessons of your own on the iPads and IWB.

Day 7 - Dramatic Teaching - Theory

Using drama in the classroom is an excellent way of developing our students' speaking and responding skills and this session will focus on making this both engaging and useful.

Realistic Role plays - covering real-life situations and creating fluent conversations.

Projects & Presentations - project ideas that cover a variety of topic-based areas and provide a platform for interesting spoken work including students becoming the teacher.

Lights, Camera, Action! - encouraging students to be creative with the English language by writing mini film scripts, making Vlogs and producing video advertisements.

Day 8 - Dramatic Teaching - Practical

Work with others to brainstorm ideas for role plays and project work before producing your own filmed Vlog - what will you do? How about going out into St. Paul's Bay and making your own mini-

documentary? Back in the classroom we will watch and think of ways of assessing your Steven Spielberg creation.

Day 9 - Creative Teaching - Theory

The final part of this course centres on the arts and media. It will also provide you with opportunities for using student peer and self-assessment. Rewards and motivation techniques are discussed and you will round off the week by assessing your own development.

Crafty Creations - Using students' artistic skills to create language-based art-work

Read All About It! - Developing magazines, newspaper articles and stories using writing frames.

Assessment & Motivation - How student self- and peer-assessment can be employed in the classroom to check understanding, iron out misconceptions and provide ideas for improvement; What can be done to reward and motivate students in your care.

Your Personal Teaching Journey Continued - Assessing yourself and how you will put into practice what you have learnt on this course.

Day 10 - Creative Teaching - Practical

Your last practical session will see you getting all art and crafty before settling down to consider the importance of assessment and motivation. You will create your own assessment packs and motivational award certificates.

Thereafter you will be writing a personal development plan of what you will do in the future to utilise what you have learnt during this 10-day programme in your own teaching.

COURSE SPECIFICATIONS

Course price: €700

Registration fee: €100

All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.

Cultural Programme: €125 per week (optional)

Total programme fee: €1050

Lessons per week: 30 teaching methodology

Class Size: Maximum 12

Training Days: 10

Lesson Duration: 1 lesson = 45 minutes

Min. Language level: B2

Suitable for: Non-native teachers (primary, secondary, higher education)





5 MIN
DOCUMENTARY



TEACHING ENGLISH TO VERY YOUNG LEARNERS

Pre-school & early primary)



5day

This language course will enable educational practitioners to improve their skills of teaching, supporting and motivating very young learners of English. It aims to provide fun and practical ideas in a professional environment where all those taking part can share their best practice and ideas. At the beginning of the week, a young learner curriculum will be developed and throughout the week participants will consider how activities can be used to meet this curriculum.

Areas covered in this course include language for classroom management and communication, psycholinguistics, design of materials, the use of songs, games, drama, art and storytelling in the pre-school English classroom.

Aimed at Teachers of English to very young learners (age 3-6) at pre-school or early primary level.

Day 1 - Visual Clues & Topic Ideas

This session aims to:

- focus on using a range of visual clues which allow young learners to understand key instructions in the English language i.e. hand and face gestures; pictorial cues; modelling.
- develop ideas about what could be delivered to young learners as part of a relevant curriculum i.e. topic areas.
- discuss what makes an engaging lesson for young learners i.e. the use of regular transitions between tasks and repetition.
- allow participants to share best practice and ideas about teachings youngsters in the classroom, including praise and correcting poor behaviour.

Day 2 - Learning Games

This session aims to:

- discuss a wide array of ideas for learning games which enable youngsters to use and improve their English skills i.e. games on paper; active games; games to buy; team games.

- allow participants to take part in and develop a number of games for youngsters using target language linked to the curriculum.

Day 3 - Story Time

This session aims to:

- investigate simple storybooks in the English language and assess which ones are most suited to non-English speakers.
- develop in-house storybooks that can be used to teach key points and ideas within the curriculum.

Day 4 - Song & Dance

This session aims to:

- discover a range of resources through various media, such as YouTube and CDs, that can assist practitioners to teach topic areas in a musical sense.
- allow participants to link songs to mimes and actions and how these can complement stories and games within the curriculum.

Day 5 - Crafty Arts

This session aims to:

- discuss which arts and crafts materials are cost-effective for the classroom.
- develop ideas for arts and crafts sessions that use words and pictures to aid young learners with their English development as part of the curriculum.

COURSE SPECIFICATIONS

Course price:	€350
Registration fee:	€100
<i>All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.</i>	
Cultural programme:	€125 per week (optional)
Total programme fee:	€575
Training Days:	5
Lessons per week:	30 teaching methodology
Class Size:	Maximum 12
Lesson Duration:	1 lesson = 45 minutes
Min. Language level:	B2
Suitable for:	Non-native teachers (VYL - pre-school / early primary)



TEACHING ENGLISH TO VERY YOUNG LEARNERS

Pre-school & early primary)



10day

This language course will enable educational practitioners to improve their skills of teaching, supporting and motivating very young learners of English. It aims to provide fun and practical ideas in a professional environment where all those taking part can share their best practice and ideas. At the beginning of the week, a young learner curriculum will be developed and throughout the week participants will consider how activities can be used to meet this curriculum.

Areas covered in this course include language for classroom management and communication, psycholinguistics, design of materials, the use of songs, games, drama, art and storytelling in the pre-school English classroom.

Aimed at Teachers of English to very young learners (age 3-6) at pre-school or early primary level.

Day 1 - Getting Started

This session aims to:

- introduce you to the 10-day course, highlighting your rationale for attending, your expectations and your personal aims
- allow you to reflect on your personal professional practice and discuss your interaction with young learners
- provide you with a practical presentation task which will be peer and self-assessed

Day 2 - Visual Clues and Topics

This session aims to:

- focus on using a range of visual clues which allow young learners to understand key instructions in the English language i.e. hand and face gestures; pictorial cues; modelling.
- develop ideas about what could be delivered to young learners as part of a relevant curriculum i.e. topic areas.
- discuss what makes an engaging lesson for young learners i.e. the use of regular transitions between tasks and repetition.

- allow participants to share best practice and ideas about teachings youngsters in the classroom, including praise and correcting poor behaviour.
- give you the opportunity to create a custom-made story, and accompanying active and paper-based tasks, to share with your peers in a team-teaching/presentation exercise. This task will run throughout week 1, giving you a chance to develop your ideas and resources each day.

Day 3 - Story Time

This session aims to:

- discuss the rationale behind storytelling to young learners, touching on the value of post-story learning opportunities and further activities in the classroom
- provide opportunities to observe and judge good practice of integrated storytelling within our establishment
- investigate simple story books in the English language and assess their usefulness for teaching non-English speakers

Day 4 - Learning Games

This session aims to:

- discuss the educational worth of learning through play and language-centred games
- investigate and discuss a wide range of practical ideas which allow our young learners to use and improve their English language skills both in and out of the classroom. Examples include: paper-based games, active games, team games, games to buy
- feedback on the games investigated, as well as sharing personal practice in playing games
- provide further opportunities to observe and judge good practice of integrated storytelling within our establishment

Day 5 - Reflection of Week 1 and Presentation Task

This session aims to:

- provide you with time to discuss and share ideas about the programme to date, giving feedback on the observations you have made related to the good practice you have witnessed within our establishment
- give you the opportunity to present your own ideas that you have developed throughout the week and then give feedback to others about their presentation skills and ideas



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Day 6 - Songs:

This session aims to:

- discover a range of resources through various media, such as YouTube and CDs, that can assist practitioners to teach topic areas in a musical sense.
- allow participants to link songs to mimes and actions and how these can complement stories and games within the curriculum.
- observe demos of using songs in the curriculum and provide feedback on this style of English language delivery in the classroom
- to provide you with an opportunity to develop ideas so as to produce a video clip, or series of video clips, related to action songs, coupled with arts and crafts (see Day 7). This task will run throughout the week in the third session each day.

Day 7 - Crafty Arts

This session aims to:

- discuss the smooth integration of arts and crafts sessions into an English language classroom, with attention to starting and maintaining an organised and orderly approach to it
- provide you with the confidence to give clear and useful instructions within the target language during arts and crafts tasks
- discuss how the target language can be taught to your young learners during the seemingly informal 'playtime' of such activities
- research and assess a range of arts and crafts activities in terms of engaging and teaching your students

Day 8 - Classroom Management : Establishing a Routine

This session aims to:

- discuss a variety of techniques and strategies that can be implemented in a classroom in order to establish a routine which makes young learners feel safe, motivated and relaxed in their learning environment
- recall the teaching and learning ideas that have been covered in the course and how they can be used to bring about meaningful routines and make learning fun, yet orderly
- share your own best practice and how you may develop it as a result of listening to the ideas and strategies other people

Day 9 - Lesson Planning

This session aims to:

- discuss effective lesson planning on a short-term and long-term basis
- investigate exemplars lesson plans, assessing them on their merits and downfalls
- discuss the pros and cons of individual and collaborative planning, highlighting the restraints of time, the curriculum and establishment expectations
- provide an opportunity for you to film your presentation task, started on Day related to action songs with an arts and crafts theme

Day 10 - Reflection of Week 2 and Presentation Task

This session aims to:

- provide you with an opportunity to finalise and present your video task on an action song/arts crafts
- provide you with an opportunity to reflect on your own presentation and give feedback to other people about their presentations
- discuss the pros and cons of filming activities and songs within your establishment for future use in the classroom, as well as to provide visual evidence of best practice for staff and/or inspectors
- discuss the course as a whole, reflecting on what you have learnt and what you can take back to your classroom to use in your teaching of the English language

COURSE SPECIFICATIONS

Course price:	€700
Registration fee:	€100
<i>All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.</i>	
Cultural programme:	€125 per week (optional)
Total programme fee:	€1050
Training Days:	10
Lessons per week:	30 teaching methodology
Class Size:	Maximum 12
Lesson Duration:	1 lesson = 45 minutes
Min. Language level:	B2
Suitable for:	Non-native teachers (VYL - pre-school / early primary)





CREATIVE USE OF TECHNOLOGY

In the classroom



5day

This course is a hands-on approach to using modern technologies in the classroom such as Interactive Whiteboards (IWBs), audio & video resources, wikis, blogs, podcasts and social media.

This course is one of our successful teaching training packages offering practitioners an interesting programme of activities centred on the creative use of technology. Participants will gain theoretical and practical knowledge from our experienced staff for the duration of the 5-day course and it is hoped that you will be able to bring your own wealth of ideas to share in our friendly and informal discussions.

It is strongly recommended that you bring a laptop and a hand-held device, such as a small tablet or mobile phone, to the course so that you can participate fully in the practical elements of the programme.

The first four days will cover a new topic (see below) with the fifth day allowing you to use these ideas to plan, resource and deliver a creative teaching experience using technology. This idea is a unique concept and Alpha School is proud of its practical teaching programmes.

Day 1 - Interactive Whiteboards and Presenting

- You will self-assess your own technology skills and demonstrate them in the classroom
- You will share, plan and gain new ideas through discussion and through a paired creative technology teaching task
- You will improve self-confidence, particularly in admitting to one's own 'weaknesses'

Day 2 - Paper-Based Resources

- You will critique a bank of paper-based resources produced for the classroom using Word
- You will share ideas about current practice when creating paper-based resources and decide what makes a 'good' resource
- You will briefly discuss ideas for making these resources more 'fun'
- You will design and produce a personal bank of paper-based resources and activity ideas for use in your own classroom using Word or other programmes

- You will share your own ideas with others

Day 3 - APPs and Online Resources

- You will research and use a range of APPs and other online resource on electronic devices
- You will evaluate the use of these resources by students and teachers of English

Day 4 - Vlogging

- You will plan and film a Vlog (or similar videoed activity) in small groups
- You will self- and peer assess the videoed tasks

Day 5 - The Big One! - Pulling it all together

- You will use what you have learnt this week to plan, resource and 'deliver' a lesson which employs a creative use of technology

We hope that you find this course as interactive, rewarding and enjoyable as we do.

COURSE SPECIFICATIONS

Course price:	€350
Registration fee:	€100
<i>All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.</i>	
Cultural programme:	€125 per week (optional)
Total programme fee:	€575
Training Days:	5
Lessons per week:	30 teaching methodology
Class Size:	Maximum 12
Lesson Duration:	1 lesson = 45 minutes
Min. Language level:	B1
Suitable for:	Native & Non-native teachers (primary, secondary, higher education), Teacher Trainers



CREATIVE USE OF TECHNOLOGY

In the classroom

10day



This course is a hands-on approach to using modern technologies in the classroom such as Interactive Whiteboards (IWBs), audio & video resources, wikis, blogs, podcasts and social media.

This course is one of our successful teaching training packages offering practitioners an interesting programme of activities centred on the creative use of technology. Participants will gain theoretical and practical knowledge from our experienced staff for the duration of the course and it is hoped that you will be able to bring your own wealth of ideas to share in our friendly and informal discussions.

It is strongly recommended that you bring a laptop and a hand-held device, such as a small tablet or mobile phone, to the course so that you can participate fully in the practical elements of the programme.

The 10 day course covers the following topics and give one day of theory and and one day of practice for each topic. Practice uses these ideas to plan, resource and deliver a creative teaching experience using technology. This idea is a unique concept and Alpha School is proud of its practical teaching programmes.

Interactive Whiteboards and Presenting

- You will self-assess your own technology skills and demonstrate them in the classroom
- You will share, plan and gain new ideas through discussion and through a paired creative technology teaching task
- You will improve self-confidence, particularly in admitting to one's own 'weaknesses'

Paper-Based Resources

- You will critique a bank of paper-based resources produced for the classroom using Word
- You will share ideas about current practice when creating paper-based resources and decide what makes a 'good' resource
- You will briefly discuss ideas for making these resources more 'fun'
- You will design and produce a personal bank of paper-based resources and activity ideas for use in your own classroom using Word or other programmes
- You will share your own ideas with others

APPs and Online Resources

- You will research and use a range of APPs and other online resource on electronic devices
- You will evaluate the use of these resources by students and teachers of English

Vlogging

- You will plan and film a Vlog (or similar videoed activity) in small groups
- You will self- and peer assess the videoed tasks

We hope that you find this course as interactive, rewarding and enjoyable as we do.

COURSE SPECIFICATIONS

Course price: €700

Registration fee: €100

All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.

Cultural programme: €125 per week (optional)

Total programme fee: €1050

Training Days: 10

Lessons per week: 60 teaching methodology

Class Size: Maximum 12

Lesson Duration: 1 lesson = 45 minutes

Min. Language level: B1

Suitable for: Native & Non-native teachers (primary, secondary, higher education), Teacher Trainers





Go IWB!

Interactive Teaching and Learning on the Interactive White Board



5day

This practical and informative course has been designed with innovative classroom practitioners in mind. It will introduce you to IWBs if you are a first-time user and help you to improve your skills if you already have some experience of these exciting teaching tools.

Our skilled Teacher Trainers at Alpha School will demonstrate how the ActivInspire Studio computer programme, along with Promethean Projectors, can be used to plan creative and interactive lessons for a modern and technology-savvy audience. You will have daily opportunities to use these tools for yourself and you will work with others to create interesting and interactive activities. This course will really allow you to flex your creative muscles.

Please feel free to bring your own laptop with you, especially if you use a different IWB programme to ActivInspire Studio at your school. If you do not/cannot bring your own laptop, find out if you can access your school's IWB programme from elsewhere (there will be an access code/password). It is also recommended that you bring some of your existing paper-based classroom resources (worksheets; course books etc.) with you for use on Day 5 of our Go IWB! course.

Day 1

Intro to the IWB • What is an IWB? - Getting to know what an IWB can do and how it can assist classroom teachers • Why use an IWB? - Teaching & learning in the 21st Century - its appeal to a modern audience • What's available? IWB packages on the market & compatible programmes/resources.

The Basics on the IWB • Turning the IWB on and getting started with ActivInspire Studio, our in-house IWB programme • Writing on the board and setting background colours • Manipulating text styles and colours • Adding shapes and manipulating them • Deleting, erasing and editing • Adding pages and saving documents • Discussing how you could use The Basics in your teaching and then putting this into practice by planning and carrying out a simple teaching activity on ActivInspire Studio with your classroom peers.

Day 2

Media on the IWB • Inserting, manipulating and editing a range of media and links from a number of locations on ActivInspire Studio - photos; videos; sound files and other documents from your laptop and the Internet • Discussing how you could use media items in your teaching and then by creating your own multimedia files (i.e. video footage), you will produce a teaching tool for use in the classroom. This will be shared with the group.

Day 3

Fun & Games on the IWB • Understanding some of the tricks and ideas for creating fun language activities for students • Appreciating how conventional 'boring' paper-based exercises can be made more interactive using the IWB • Investigating how the IWB can also complement paper-based resources • You will work with a partner or in a small group to create and present a fun activity to the class. You will then assess each activity, discussing its merits and how it could be improved/evolved.

Day 4

Lesson Planning on the IWB • Understanding how ActivInspire Studio can be used to create a whole lesson plan, using the elements that have been covered on Days 1-3, and how this could save you time long-term • For the practical element, you will randomly pick a teaching/grammar focus and work in small groups to develop a 15-minute lesson on ActivInspire Studio, along with any additional supporting materials/resources. Once planned you can share your ideas with the group. If you are feeling brave, you can teach the content of your lesson to the class. Feedback will be given.

Day 5

Next Steps on the IWB • Assessing the pros and cons of IWBs in your teaching • Assessing the use of IWBs in your institution • The remainder of the session will be set aside to allow you to develop and create your own personal activities/lesson plans with ActivInspire Studio {or your own IWB programme} using the resources that you use in your own institution. You can utilise this planning forum to discuss and share ideas with your peers, as well as get expert advice from your Alpha School tutor. This will be an invaluable element of the course, giving you precious time to think and plan creative and interactive lessons in a relaxed, yet professional, environment.

COURSE SPECIFICATIONS

Course price:	€350
Registration fee:	€100
<i>All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.</i>	
Cultural programme:	€125 per week (optional)
Total programme fee:	€575
Training Days:	5
Lessons per week:	30 teaching methodology
Class Size:	Maximum 12
Lesson Duration:	1 lesson = 45 minutes
Min. Language level:	B1 / B2
Suitable for:	Non-native teachers (primary, secondary, higher education), School Heads, Administrative Staff





CLIL

Content & Language Integrated Learning



5day

The course, led by our in-house team of professional teachers, will endeavour to cater to each participants needs. Although there is a planned course content, it aims not to be prescriptive but rather an organic forum for individual professional development; that is, we will deliver the course driven by its participants. As such, daily content may change or develop as you, your peers and the course leader decide on the best path.

Day 1 - Introductions & Professional Practice

Session 1:

- Introductions
- The rationale and effectiveness of CLIL in the classroom, based around a 4Cs curriculum (Content, Communication, Cognition, Culture)
- CPD – keeping up to date as a CLIL practitioner.

Session 2:

- Integrating the four language skills (listening, reading, speaking and writing) into conventional and ICT-rich classrooms
- The use of puzzles, games and images to develop learners' attainment and progress
- Teaching grammatical structure and form through subject-specific vocabulary.

Session 3:

- Sharing good practice and continuing to share it
- Needs review for the forthcoming sessions – English content and subject specific content

Day 2 - Teaching & Learning

Session 1:

- Language focus – an opportunity to ask questions about the English language or subject-specific vocabulary
- Lesson delivery – what makes a 'good' lesson; what makes a 'bad' lesson
- Technology in the classroom – a look at devices, programmes and applications designed to aid teaching and learning.

Session 2:

- Student motivation, attainment and progress – how this is achieved and maintained

- Teaching task – participants will plan, resource and be prepared to deliver a mini 'lesson' based on their subject specialism using the interactive white board.

Session 3:

- Teaching task continued: delivery and feedback – participants will deliver their mini 'lessons' and then self- and peer assess them
- Students as teachers – considering the use of students to deliver course content

Day 3 - Assessment & Feedback

Session 1:

- Language focus – an opportunity to ask questions about the English language or subject-specific vocabulary
- Assessment – different types of assessment available to teaching practitioners on a day-to-day basis, both informal and formal
- Peer and self-assessment as a classroom tool; its validity and effectiveness for students.

Session 2:

- Assessment criteria – how grading can be assigned to a set of criteria for a range of skills and tasks; looking at a range of examples and critiquing them
- Assessment criteria task – participants will write a set of assessment criteria designed to assist teachers' marking and students' understanding.

Session 3:

- Participants will share ideas about their assessment criteria task, with others critiquing the work
- Discussion about integrating assessment criteria into the current curriculum
- Marking and feedback – the pros and cons of assessment and how it impacts teachers and students positively and negatively
- Further time can be spent developing assessment resources for use after this course

Day 4 - Real-Life Resources

Session 1:

- Language focus – an opportunity to ask questions about the English language or subject-specific vocabulary
- Reflection – time to reflect on the week's topics so far and what could be investigated further





- Real-Life Resources – what is meant by this term; our current practice and developing cost-effective resources for student engagement.

Session 2:

- Resourcing the real-life resources – time will be spent investigating resources that are available for subject-specific teaching; what is available online – sorting the 'wheat from the chaff'
- Sharing of ideas, the resources and feedback.

Session 3:

- Presentations – creating confident speakers of English through individual and group presentations
- The use of posters, written blogs and videoing vlogs to promote subjects – this could involve a practical element
- Trips – visiting localities nearby or abroad; forms to fill in, pitfalls to avoid, costing and relevance to the curriculum

COURSE SPECIFICATIONS

Course price: €350

Registration fee: €100

All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.

Cultural programme: €125 per week (optional)

Total programme fee: €575

Training Days: 5

Lessons per week: 30 teaching methodology

Class Size: Maximum 12

Lesson Duration: 1 lesson = 45 minutes

Min. Language level: B1 / B2

Suitable for: Non-native teachers (primary, secondary, higher education), School Heads, Administrative Staff

Day 5 - Summing Up and Moving Forward

Session 1:

- Language focus – an opportunity to ask questions about the English language or subject-specific vocabulary
- Reflection and moving forward – further time to reflect on the week's topics and what participants plan to take forward when they return to their educational establishments
- At this point the participants will choose an aspect from the course (or perhaps a new one) that they wish to develop further. Time will be dedicated to the remaining sessions, with guidance from the course leader, for research and resourcing of your subject area and future lessons.

Session 2:

- Researching and resourcing – developing your own practice and considering your curriculum to produce worthwhile material for actual use in the classroom.

Session 3:

- Researching and resourcing continued
- Sharing ideas – a time to share ideas, resources and other useful materials with your course peers
- The next step – feeding back to your work colleagues and what you plan to do next as part of curriculum and professional development





FIELD TRIPS

How to maximise learning



5day

Students and teachers alike enjoy field trips as they take the learning out of the classroom, bringing the curriculum to life. As well as being fun, field trips must allow for interesting, valuable and safe teaching and learning experiences.

This course will look at aspects of planning, organising and undertaking field trips through whole-class discussion and practical applications.

You will make a pre-trip and learning trip to at least one place of interest in Malta. The pre-trip will allow you to get a feel for the establishment, allowing you to think about making some interesting resources for your students. The second learning trip will give you, and your colleagues, the opportunity to try out and assess your planned learning resources.

Day 1 - Why field trips?

Discussion Points: Types of field trip • The rationale behind field trips • The pros and cons of field trips • The language of field trips

Putting it into Practice: Research a range of websites, pamphlets and booklets for field trip opportunities on the Maltese islands • Present places of interest that would be suitable for your subject area/students, giving reasons and intended learning outcomes for your students • Think about a common place(s) of interest that would suit all course participants for a pre-visit trip on Day 3

Day 2 - Planning for safety

Discussion Points: Choosing trips home or away • How to plan a local field trip • How to plan for a field trip abroad • Agency or going it alone - which is best? • Safety aspects and risk assessments • Make a final decision about Day 3's pre-trip visit

Putting it into Practice: Research costs for local vs foreign trips and/or agency vs 'home-made' trips, considering travel plans; possible accommodation; attraction costs etc. • Present findings of price comparisons • Create a check-list of safety aspects for field trips (use the pre-trip on Day 3 as an example) • Build a standard risk assessment form that can be used by your establishment (use Day 3 as an example)

Day 3 - Pre-trips and Pre-Learning

Discussion Points: (This lesson can be carried out at the chosen place of interest to visit) Cross-curricula trips - pros and cons • Why make a pre-trip visit to a site? • The merits and practicalities of a pre-trip visit by staff - why?, when?, who? • Highlight what could be learnt by students in the classroom before visiting the site

Putting it into Practice: Undertake a real visit to the chosen place of interest • Accumulate a list of teaching and learning ideas in preparation for the actual trip • Research on-site educational facilities/resources - classrooms; tour guides; worksheets etc.

Day 4 - Learning Resources

Discussion Points: Discuss findings from the pre-visit • Learn about developing interesting activity ideas for students to undertake trips • Share ideas for interesting on-site activities for students

Putting it into Practice: Develop a number of learning resources to put into practise on the actual field trip • Present and assess these learning ideas and make amendments as necessary

Day 5 - Trip Day

Discussion Points: This lesson will be carried out at the chosen place of interest to visit • Explain your learning activity ideas to your peers on-site • Give feedback to your peers about how the activities work in practise - self and peer-assessment • Assess the actual learning that has taken place as a result of the trip and associated activities - was the trip worthwhile?

Putting it into Practice: Try out the learning activities on-site by acting as the student • Thinking about other issues, pitfalls and plus points as a result of the visit

COURSE SPECIFICATIONS

Course price:	€350
Registration fee:	€100
<i>All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.</i>	
Cultural programme:	€125 per week (optional)
Total programme fee:	€575
Training Days:	5
Lessons per week:	30 Methodology (including field trips)
Class Size:	Maximum 12
Lesson Duration:	1 lesson = 45 minutes
Min. Language level:	B1
Suitable for:	Native & Non-native teachers (primary, secondary)





SUBJECT SPECIFIC

English language development for teachers



5 or 10 day

Are you a non-native English teacher or lecturer teaching English, or another subject, entirely in the English language? Do you sometimes find collocations confusing, prepositions perplexing, and idioms idiotic? Do you want to improve your own understanding of grammar, structures and vocabulary? Then our tailor-made, subject-specific English language courses are for you. We are able to work with you to produce a course that will suit your individual needs centred around your areas of expertise.

Our Teachers' Top-Up courses consist of language development lessons + subject-specific teaching methodology. The subject-specific lessons are usually in a small group although they may be individual.

Our skilled team of teachers will work closely with you to develop a course that is completely personalised to you and your subject-specific English language needs. Being in control of your own learning will create a unique and useful course that will focus on your development at your own pace. You will steer the learning as you are the one who knows best what you need. Our teachers will supplement your ideas and needs with a range of additional English-based exercises as they assess your progress. This is a truly exciting course as you are the one in control.

- Over a 1 or 2-week period you will practise each day with others of a similar skill level to develop your English language skills. You will improve your English for everyday situations and as a means of communication in class
- In the afternoon you will work with a member of our teaching staff in a small group or on a One-to-One basis to develop a subject-specific programme that suits your own subject teaching. In addition to building on key subject vocabulary, you will be subjected to a range of media that will enhance your learning experience. Ideas about teaching and learning for your own students can also be explored as well as general classroom language. You may work with other people in the classroom who teach similar subjects to you.

Suggested Ideas for your Subject-Specific Top-Up courses:

This is an organic and malleable course that develops with you under your control. We do recommend, however, that you contact

us in advance to highlight some of your needs within your subject area. This will give our teaching staff time to plan some of your tailor-made lessons prior to your visit.

- Building a catalogue of modern classroom-specific language
- Exploring and defining subject-specific vocabulary
- Using analogies to describe and explain subject-specific language
- Exploring subject-specific language with their derivations
- Linking subject-specific vocabulary with everyday language
- Spotting multi-lingual links with subject-specific vocabulary
- Teaching and learning ideas within your subject area - role plays; creativity & technology
- Historical development of your subject area
- Cultural aspects of your subject area
- Your subject in the 21st Century - making it relevant and exploring its current progress
- Planning your future professional development in your subject area

COURSE SPECIFICATIONS

Course price: €350 (10 day) / €700 (10 day)

Registration fee: €100

All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.

Cultural programme: €125 per week (optional)

Total programme fee: €575 (5 day) / €1050 (10 day)

Lessons per week: 30 / 60 language

Class Size: Maximum 12

Training Days: 5 / 10

Lesson Duration: 1 lesson = 45 minutes

Min. Language level: B1 / B2

Suitable for: Non-native teachers (primary, secondary)





ENGLISH LANGUAGE DEVELOPMENT

For teachers and school staff



10day

This course is as good as our General English courses - only better! Why? Because the language focuses on your professional needs working within an English-speaking school environment. This course caters for teaching and non-teaching staff alike.

The other bonus of this course is that you get to choose a great deal of the course content. Personalised learning is what we excel in at Alpha School of English.

Choose up to 5 topics and 5 grammar points from the choice boxes below and we will work hard to cover these themes when you attend our language development course.

We look forward to being part of your personalised learning programme where you will experience high-quality teaching using a range of in-class and practical elements. We will also endeavour to offer you a period of time practising your language skills in real-life teaching or administrative situations within our organisation.

Choose 5 School based topics

Choose up to 5 school-based topics. You can even add your own suggestions:

- General classroom vocabulary • School buildings and its fittings vocabulary • Office vocabulary • Writing a letter/email • Subject specific vocabulary - (please indicate your chosen subject/s when booking the course) • Giving praise and reprimands vocabulary • Computer-based vocabulary • Writing a report • Simple lesson planning in English • Using the Internet to teach in English • Speaking on the telephone • Reading a range of materials • Classroom ideas and resourcing • Using technology in teaching and admin • Speaking to colleagues • Scanning texts for understanding • Tell us your own topic choice!

Choose 5 Grammar points

Choose up to 5 grammar points. You can even add your own suggestions:

Present simple and continuous tenses • Modal verbs • Question tags
Quantifiers and numbers • Past simple and continuous tenses •
Phrasal verbs • Relative clauses • Telling the time and time phrases •
Future simple and continuous tenses • Articles and demonstratives
Question words & forming questions • Using distributives and

determiners of difference • The perfect tenses • Prepositions and conjunctions • Adverbs and adjectives • Comparatives and superlatives • Conditional sentences • Countable and uncountable nouns • Pronouns and possessive determiners • Using 'used to' • Tell us your own grammar choice!

COURSE SPECIFICATIONS

Course price: €700

Registration fee: €100

All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.

Cultural programme: €250 (Cultural excursion programme)

Total programme fee: €1050

Lessons per week: 30 teaching methodology

Class Size: Maximum 12

Training Days: 10

Lesson Duration: 1 lesson = 45 minutes

Min. Language level: B1 / B2

Suitable for: Non-native teachers (primary, secondary, higher education), School Heads, Administrative Staff





A GUIDE TO CONDUCTING Classroom observations



5day

A one week workshop which focuses on how to design and implement observational systems to assess and provide supportive, constructive feedback to teachers. Topics covered include observational methodology, peer observation, establishing goals & guidelines, reflective practice, action plans

Aimed at School Principals, Subject Department heads, teacher support / development staff, primary, secondary & tertiary-level teachers (all subjects).

Effective Lesson Observations, Feedback and Support

Assessment is an integral part of the whole teaching and learning process and this applies as much to staff development as it does to student progress. In this week-long session managers and educators alike will develop their skills of evaluating their employees and peers, creating relevant documents to record observation data; giving useful written and oral feedback in a non-threatening, supportive manner and setting appropriate and challenging goals for the future. Throughout this course participants will also develop their language skills, gaining key vocabulary related to feedback.

Day 1

Why observe teachers in the classroom?

- Rationale behind lesson observations.
- The importance of CPD needs.

What to assess when observing teachers?

- Brainstorming ideas about what needs to be observed for a useful lesson observation.
- A closer look at the CEFR.
- Following Governmental Guidelines.
- Being realistic but challenging and understanding 'snapshots'.

How is this process currently executed in your establishment?

- Sharing what your institution does in terms of lesson observations, feedback and support.
- Sharing good practice.
- Critically analysing the process and suggesting how it could be developed.

Day 2

Who carries out lesson observations?

- Discussing the suitability and qualifications of staff to carry out fair and effective observations.

When should observations be done?

- Deciding when to carry out the process.
- Making the process ongoing and regular.

What should a lesson observation form look like?

- Developing a suitable resource to use during the process.
- Creating consistency through paired observations.

Day 3

How should feedback be given?

- Timetabling a period of feedback into the observation process.
- Thinking about what should be discussed in a feedback session.
- Discussing the best method of providing and recording feedback.
- Understanding that feedback is a two-way process.

What language should be used?

- Putting people at their ease throughout the process.
- Using the correct language throughout the process in written and spoken form.

How is it best to give praise and reprimands?

- Deciding how praise can be given.
- Knowing what to say when greater support is needed.
- Being firm, yet fair when necessary.



...continued



Day 4

How can staff set personal goals?

- Building a list of possible future goals for teaching staff to develop their practice.
- Creating a document to allow for personal feedback and development.

What are the practical ways of improving teaching techniques?

- Coming up with practical ideas for classroom practice to aid teaching and learning.

Why should goals be SMART?

- Making goals relevant and measurable.
- Knowing when to analyse staff and their improvements.

Day 5

What can be done to offer further CPD support to staff?

- Peer observations amongst staff.
- Opportunities for sharing good practice amongst staff.
- Timetabling restraints.

How has this week helped me?

- Analysing your own practice in terms of observations and feedback.
- Discussing the effectiveness of course.

What next?

- Setting goals related to lesson observations and staff welfare for your own institution.
- Sharing ideas and good practice.

COURSE SPECIFICATIONS

Course price: €350

Registration fee: €100

All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.

Cultural programme: €125 per week (optional)

Total programme fee: €575

Training Days: 5

Lessons per week: 30 Methodology

Class Size: Maximum 12

Lesson Duration: 1 lesson = 45 minutes

Min. Language level: B1

Suitable for: Native & Non-native teachers (primary, secondary, higher education), School heads, School Inspectors





SURVIVAL SKILLS

For Admin Staff



5day

This 5-day course has been specifically designed for administrative staff based in educational establishments, such as schools, colleges and universities, who wish to improve their language skills for their role in an English-speaking organisation.

The course will cover a range of useful topic areas as well as provide its participants with tailor-made course content on request. Please make us aware of your language needs prior to starting at Alpha School and our friendly, professional teaching team will aim to cover these requests during the programme. If something comes to mind during the week, then please feel free to let us know and we will do our best to include this as well.

Day 1 - Introductions

Personal introductions, your place of work and job description
• Meeting and greeting people in your organisation - formally and informally • Key vocabulary from the world of education • Key vocabulary used in an office environment - basic equipment, technology and longer phrases.

Day 2 - On the Phone & Online

Answering the telephone, making requests and understanding responses • Making notes in English when speaking to people on the telephone {or face-to-face} • Reading, understanding and answering e-mails - formally and informally • Using the Internet to scan for information and relaying your findings to others.

Day 3 - Money Matters

Practising numbers in English and basic mathematics • Key vocabulary related to money and finance • Banking and understanding cash card details • Spreadsheet language plus a look at other programmes.

Day 4 - Social Life

Going out 1 - vocabulary for eating, drinking and shopping • Going out 2 - vocabulary for cinema, theatre and attraction visits • Going out 3 - vocabulary for booking accommodation and making complaints • The topics above will use relevant, up-to-date language and provide you with role opportunities to practise your speaking skills.

Day 5 - Your Choice

During this session your Alpha School teacher will cover topics and vocabulary that you have chosen to include in this course.

As well this tailor-made content, we may include a walk into St. Paul's Bay to put some of yesterday's useful vocab into real-life practice - Who's for a coffee or a cupcake?

COURSE SPECIFICATIONS

Course price:	€350
Registration fee:	€100
<i>All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.</i>	
Cultural programme:	€250 (Cultural excursion programme)
Total programme fee:	€575
Lessons per week:	30 teaching methodology
Class Size:	Maximum 12
Training Days:	5
Lesson Duration:	1 lesson = 45 minutes
Min. Language level:	A1 / A2
Suitable for:	School Administrative staff





PUBLIC SPEAKING

Communication & presentation skills for professionals



5 or 10 day

Alpha School is proud to present its new range of tailor-made, innovative 5 & 10 day English Language programmes aimed at forward-thinking professionals wanting to improve their public communication and interaction skills for the 21st Century.

MODULE 1) 5 day course

- High level communication skills, public speaking & presentation skills, cross-cultural awareness, relationship building and risk management.

MODULE 2) 5 day course)

- Language in context (communication skills and cross-cultural awareness), motivation and negotiation skills, advanced public speaking/ presentation skills and management/ leadership styles.

With a choice of Module 1 or 2 or both (one or two week courses), this programme will take you through a range of essential language topics/ skills that will strengthen and increase your effectiveness and success in your professional life. You can also design your own course, tailored to your needs (e.g. CV and Interview Techniques).

You will be working with highly qualified, enthusiastic practitioners who have significant experience in the business/ political sphere. You will explore and develop a range of key English language skills as they apply to your needs and environment coupled with confidence-building communication techniques.

The World of English

Never in recorded history has a language been as widely spoken as English. The reason why millions are learning it is simple: it is the language of international communication and business and therefore the key to prosperity and success.

Throughout this course you will also evaluate and develop your own speaking and communication style based on sound public speaking principles. You will be actively involved in your own life-long learning journey, discussing and critiquing your own development. Every day will be an exciting mix of theory, interaction with others, and practical application of your knowledge/ learning.

With a focus on a range of high-level communication skills, Public speaking, Communication & presentation skills for professionals is tailor-made for you. This exciting course, available as a one or two week programme (you can choose Modules 1 or 2 or both), will equip you with the English language skills required for the

successful public sphere professional to help you negotiate your way confidently in today's complex, multicultural and increasingly international world.

MODULE 1

This is a 5 day programme which focuses on broad-based oral and written effective communication, public speaking skills and cross-cultural awareness. It provides both theoretical and practical tips and exercises to build and strengthen your English Language interactive skills in the public sphere.

Day 1 - Communicating in English

This session will commence with an overview of the week's programme and then focus on the importance of communication skills in today's world, looking at how this impacts on your professional life.

We will discuss and explore what makes a good communicator, different modes of written communication (letters, e-mail, reports, press releases, etc.) and their purpose/ needs. You will listen to an expert on communications talking about effective communication. Active listening skills and skills for dealing with communication breakdown will also be introduced and practiced.

The session will end with a case study on internal communications problems within an organisation.

Day 2 - Cross-Cultural Awareness

The second session will focus on the importance of cross-cultural awareness and best practice for doing business across cultures. You will look at what culture is, focussing on factors that are most important in creating a culture.

The nuances of culture as they relate to three key aspects, namely: attitudes towards the individual, the social/ business environment and time will be explored drawing on your experiences, anecdotes and observations. We will end this session with a case study which highlights how culture plays a crucial part in shaping our values and the way we behave.

Day 3 - Building Relations

In this session, we will explore aspects relating to team building, developing business relations and social interaction, building on your English language skills in this area through a range of reading and listening texts. It will also include looking at thinking styles and vocabulary used to describe relations. We will touch briefly on "loyalty" building techniques as seen through the eyes of a brand consultant. We will end this session with a discussion on Introductions and Networking Techniques.



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Day 4 – Public Speaking and Presentations

Building on the previous three days, this session brings us to the main aspect of this professional development programme. Public Speaking, with Presentations being a key mode of delivery, underpins successful and effective communication that can be used for a variety of purposes.

We will work through the key success factors for effective public speaking/ presentations: preparation, language aspects including presenting an effective argument, delivery and conclusion. We will also explore how to counteract common mistakes (dos and don'ts). This session will also include practice in public speaking/ presentation-giving.

Day 5 – Managing Risk

Every undertaking includes some element of risk. Therefore in this final session we will look at what we can control with a little bit of planning. We will also look at dealing with interruptions, saying 'no' where necessary, handling difficult situations and asking/ answering difficult questions.

To sum up, you will – with the assistance of the course tutor – deliver a report in 'Presentation' style on what you consider to be the key aspects of this 5-day programme. You will also be writing a personal development plan of what you will do in the future to utilise what you have learnt.

MODULE 2

This 5 day programme builds on Module 1 to extend your English language communication and intercultural skills in the public sphere. It will cover an exciting combination of leadership styles and motivation skills. It will show how these help you successfully 'sell your message', negotiate and interact with confidence in today's complex, multicultural and increasingly international world.

Day 1 – The Changing World of English

A look at the English-speaking world from a modern viewpoint will demonstrate the ever-changing nature of language. Our opening session will highlight the fact that today non-native speakers outnumber native speakers of English by three to one and look at the impact this is having especially on spoken English. This session will also explore the importance of understanding the local culture and then move on to interactive communication skills such as taking part in meetings and brainstorming. You will then look at a case study and explore the intricacies of dealing with visitors from another country/ culture.

Day 2 – Motivation

Our second session will look at aspects of motivation both for yourself and for others. We will discuss this topic and do a quiz on stress. A reading text on perks that work and a listening text - an interview with an expert on motivation will help us explore vocabulary and idioms relating to motivation.

We will end this session with a case study which highlights how leadership plays a crucial part in shaping our values and the way we behave.

Day 3 – Public Speaking and Presentations

Building on the first Module, this session further explores the importance of confident public speaking and presentation skills in all our oral communication. We will work through various techniques for effective public speaking/ presentations: preparation, language aspects including presenting an effective argument, delivery and conclusion. This session will also look at technologies and provide for ample practice in public speaking/ presentation-giving.

Day 4 – Negotiations

The art of negotiation is an important skill for any professional in the public sphere. In this session we will look at some hints on negotiating, and related vocabulary and idioms in listening/ reading texts. We will look at language used for resolving conflict and reaching agreement. We will also look at the construction of press releases and letter writing. This session will end with a case study on negotiating a sponsorship deal for a football team.

Day 5 – Leadership Styles

Our leadership style represents the type of person we want to be and to present to the world. Therefore in this final session we will look at management and leadership qualities, listening to experts talk on the subject. To sum up, you will – with the assistance of the course presenter – deliver a report in 'Presentation' style on what you consider to be the key aspects of this 5-day programme. You will also be writing a personal development plan of what you will do in the future to utilise what you have learnt. You can also choose to complete Modules 1 and 2 as a 10-day (2 week) intensive course.

COURSE SPECIFICATIONS

Course price:	€350 (5 day) or €700 (10 day)
Registration fee:	€100
<i>All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.</i>	
Cultural programme:	€125 per week (optional)
Total programme fee:	€575 (5 day) or €1050 (10 day)
Training Days:	5 / 10
Lessons per week:	30 teaching methodology
Class Size:	Mini-group maximum 6 trainees
Lesson Duration:	1 lesson = 45 minutes
Min. Language level:	B1
Suitable for:	Native & Non-native teachers (primary, secondary, higher education) School Heads, Subject Department Heads, School Admin Staff

This course is also available in the following formats.

- Specialised One-to-One 20/30 lessons per week
- Specialised two-to-One 20/30 lessons per week

Please email info@alphaschoolmalta.com for more information about our personalised courses



Jobs in the house

- cooking
- cleaning the kitchen
- washing the dishes
- doing your bed
- changing the bedsheet / going
- washing the car
- sweeping the floor
- organizing the shelves
- hanging the clothes
- putting away the dishes
- cleaning the windows



EFFECTIVE CLASSROOM Management

THIS COURSE IS AVAILABLE TO CLOSED GROUPS (MIN 8) ONLY



5day

THIS COURSE IS AVAILABLE TO CLOSED GROUPS (MIN 8) ONLY

Effective classroom management is invaluable for all teachers as it helps them to establish and maintain excellent working relationships with their students in an organised, safe and engaging learning environment.

The subject of classroom management itself is indeed vast, varied and convoluted but we aim to equip you, during our bespoke course, with the tools needed to cover some of the most important aspects of it, building on your existing knowledge and allowing you to work, share and develop ideas with other practitioners.

We have included practical and academic elements within our classroom management sessions to meet the needs of all good educators who wish to motivate, praise and discipline their students effectively.

You will find your laptop and/or tablet device useful when attending this course.

Day 1 - Rationale & Rules

The session aims to:

- define what is meant by effective classroom management and what constitutes poor classroom management, deciding why an orderly, well-managed classroom promotes improved teaching and learning
- assess what works well for you and then allow you to share your ideas and strategies for good classroom practice with your peers
- identify and present the main components of effective classroom management within an educational establishment
- discuss the need for establishing and maintaining a clear and consistent set ground rules from the outset, creating your own personal classroom code in the process

Day 2 - The Good, The Bad & The Snugly

The session aims to:

- discuss the use of incentive charts for promoting good classroom behaviour and how students can be rewarded for their achievements
- look at strategies for dealing with challenging students, highlighting the importance of a consistent approach and use of positive language
- decide what can be done to make a classroom into a stimulating, interesting and cosy working environment

Day 3 - Planning & Preparation

The session aims to:

- investigate and discuss how a well-thought out lesson plan can engage students and promote good classroom behaviour
- discuss the merits of using group work with students to bring about positive participation
- decide if collaborative planning and sharing of resources and ideas can be useful, or even used, within your own teaching establishment

Day 4 - Differentiation and Different Ideas

The session aims to:

- define the term differentiation and how it can be used in the classroom to allow all levels and abilities of students to access material in the curriculum
- introduce you to a range of simple, yet effective and engaging, teaching ideas to promote a sense of fun in students' learning, which in turn will create positive attitudes and lead to progression
- give you the opportunity to design, create and assess your own engaging educational activity for use in the classroom

Day 5 - The Teacher & Summing Up

The session aims to:

- discuss the merits of the teacher as the model for 'getting it right' in front of his/her students, yet showing a human side concurrently
- encourage you to understand the importance of the teacher within the classroom and that you, as an effective classroom manager, are at its heart
- give you the chance to reflect on what you have covered throughout the course and what you can do in the future to build on your existing management skills

COURSE SPECIFICATIONS

Course price: €350

Registration fee: €100

All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.

Cultural programme: €125 per week (optional)

Total programme fee: €575

Lessons per week: 30 teaching methodology

Class Size: Maximum 12

Training days: 10

Lesson Duration: 1 lesson = 45 minutes

Min. Language level: B2

Suitable for: Non-native teachers (primary, secondary, higher education)



EFFECTIVE CLASSROOM Management



10day

THIS COURSE IS AVAILABLE TO CLOSED GROUPS (MIN 8) ONLY

Effective classroom management is invaluable for all teachers as it helps them to establish and maintain excellent working relationships with their students in an organised, safe and engaging learning environment.

The subject of classroom management itself is indeed vast, varied and convoluted but we aim to equip you, during our bespoke course, with the tools needed to cover some of the most important aspects of it, building on your existing knowledge and allowing you to work, share and develop ideas with other practitioners.

We have included practical and academic elements within our classroom management sessions to meet the needs of all good educators who wish to motivate, praise and discipline their students effectively.

You will find your laptop and/or tablet device useful when attending this course.

Day 1 - Considering Classroom Management

The session aims to:

- define what is meant by effective classroom management and what constitutes poor classroom management, deciding why an orderly, well-managed classroom promotes improved teaching and learning
- assess what works well for you and then allow you to share your ideas and strategies for good classroom practice with your peers
- identify and present the main components of effective classroom management within an educational establishment

Day 2 - Rules & Core Values

The session aims to:

- discuss the need for establishing and maintaining a clear and consistent set ground rules from the outset, creating your own personal classroom code in the process
- discuss the importance of a whole-establishment approach to consistent classroom management
- research the core values method promoted in many educational establishments and draw up a set of core values that could be employed by your own establishment

Day 3 - Behaviour - Rewarding The Good, Preventing The Bad

The session aims to:

- discuss the use of incentive charts for promoting good classroom behaviour and how students can be rewarded for their achievements
- look at strategies for dealing with challenging students, highlighting the importance of a consistent approach and use of positive language
- focus on voice control, tone and pitch and how non-verbal communication can be effective for behaviour management, especially for non-English speakers
- create a set of visual classroom materials for monitoring and displaying different behaviours

Day 4 - The Stimulating Classroom

The session aims to:

- understand the importance of the classroom and how it can be used to create a stimulating learning environment
- assess the classrooms within our and your establishment and consider cost-effective ways of improving them
- help educators establish themselves as a visible presence within the classroom and how routines can forge a sense of identity

Day 5 - I am the Teacher

The session aims to:

- discuss the merits of the teacher as the model for 'getting it right' in front of his/her students, yet showing a human side concurrently
- encourage you to understand the importance of the teacher within the classroom and that you, as an effective classroom manager, are at its heart
- give you the chance to reflect on what you have covered throughout the first week and what you can do in the future to build on your existing management skills



...continued



Day 6 - Planning & Preparation

The session aims to:

- investigate and discuss how a well-thought out lesson plan can engage students and promote good classroom behaviour
- discuss the merits of using group work with students to bring about positive participation and how assigning roles to students in a group situation can be beneficial
- decide if collaborative planning and sharing of resources and ideas can be useful, or even used, within your own teaching establishment

Day 7 - Differentiation and Different Ideas

The session aims to:

- define the term differentiation and how it can be used in the classroom to allow all levels and abilities of students to access material in the curriculum
- introduce you to a range of simple, yet effective and engaging, teaching ideas to promote a sense of fun in students' learning, which in turn will create positive attitudes and lead to progression
- give you the opportunity to design, create and assess your own engaging educational activity for use in the classroom

Day 8 - Fun and Games

The session aims to:

- demonstrate a range of easy-to-make resources and ideas for 'fun' classroom activities
- assess the value of game-based learning in the classroom and how to follow them up with additional or traditional activities
- highlight the importance of effective classroom management in organising and delivering such activities safely and successfully

Day 9 - Out and About

The session aims to:

- show you that a class outing can be an enriching and worthwhile exercise, in terms of a student's development and understanding of the world around them, as well as putting the curriculum into context
- give you the opportunity to use technology in an educational way as part of a class outing
- build an understanding of the pros and cons of an outing and why, in reality, excellent management and pre-planning is essential

Day 10 - Back Again & Final Thoughts

The session aims to:

- consider the course aims for Day 9 back in the classroom
- assess the need for effective organisation and management before, during and after an educational outing, highlighting the importance of risk assessments and the need for worthwhile follow-up activities
- reflect on the whole-course and what has been achieved by each individual and what can be taken back to each establishment to aid effective classroom management

COURSE SPECIFICATIONS

Course price: €700

Registration fee: €100

All courses require a one-off €100 registration fee per trainee and includes: Course resources • WiFi on school premises • Europass Mobility Certificate • Alpha School CEFR Certificate of Attendance • Free full day activity • Free entrance ticket to the Malta National Aquarium.

Cultural programme: €125 per week (optional)

Total programme fee: €1050

Lessons per week: 30 teaching methodology

Class Size: Maximum 12

Training Days: 10

Lesson Duration: 1 lesson = 45 minutes

Min. Language level: B2

Suitable for: Non-native teachers (primary, secondary, higher education)





Cultural Excursion Programme

Teachers & Professionals

PRICE IS ONLY €125 PER WEEK

Discover some of Malta's best cultural activities with this popular excursion programme helping you experience Malta.

SAMPLE EXCURSIONS - ACTUAL MAY VARY



Gozo, Comino & Blue Lagoon

full day

Cruising by St. Paul's Islands, local tuna fish farms, Selmun Bay and visiting several coastline caves. 1.5 hour stop at Comino and 3.5 hour stop in Gozo visiting Victoria, the Cittadella, Azure Window, Fungus Rock and Ta'Pinu Church.



Maltese Folklore Dinner Evening

full evening

Dance, dine and sparkle all in one place and in one night. An evening of culinary delights sprinkled with plenty of liveliness from musicians playing mandolins & guitars to dancers telling stories of Maltese history through dance.



The Malta National Aquarium

half day

This is a walk along the St. Paul's Bay seafront to visit the newly built Malta National Aquarium which includes a wide variety of the local sea life around Malta and the Mediterranean.



Valletta, Malta 5D, St. John's Co-Cathedral

half day

Cultural trip to Malta's capital city rich with history visiting some of the must-see sights to help you discover Malta's rich and diverse history.

SAMPLE EXCURSIONS - ACTUAL MAY VARY