

Pre-application Guidance Notes - Autumn Term

Introduction

Thank you for your interest in the NCELP Continuing Professional Development (CPD) Courses. NCELP (National Centre for Excellence for Language Pedagogy) was established in December 2018, funded by the UK Government's Department for Education (DfE) to create and deliver research-informed resources and professional development for teaching KS3/4 French, German, and Spanish in collaboration with a network of school teachers. NCELP is housed within the University of York's Department of Education.

Our CPD courses will take an in-depth look at KS3/4 Modern Foreign Language (MFL) curriculum design and pedagogy, and will run across three terms in the 2022 calendar year.

These notes provide guidance which we recommend you review before you submit your application to attend a course in the Autumn Term. If you have a question that is not answered in these notes or on our website (www.ncelp.org/cpd) then please email us at enquiries@ncelp.org.

Course Content

The course will consist of five sessions on: principles of curriculum design, phonics, vocabulary, grammar and culture. A further sixth session on assessment will be offered as a self-study online session.

Session 1	<p>Curriculum Design</p> <p>How to plan a scheme of work for KS3 and KS4</p> <p>The new GCSE subject content for French, German and Spanish requires that students learn and can readily use key vocabulary, grammar and phonics so that they can understand and produce meaning, writing with increasing accuracy and speaking with increasing fluency.</p> <p>A KS3 and KS4 curriculum planned to support preparation for GCSE specifications 'will ensure systematic, well-sequenced coverage of the specification's linguistic content, avoiding overloading pupils at any given point, and with ample opportunities for practising the content taught at each stage receptively and productively, in the oral and written modalities, with an approximately equal emphasis on each.'</p> <p>In light of these requirements, this first session sets out the main principles for designing a successful curriculum for Modern Foreign Languages at Key Stage 3 and Key Stage 4.</p>
Session 2	<p>Phonics</p> <p>Teaching the sounds of the language at KS3 and KS4</p> <p>The revised GCSE MFL subject content proposals consider sound- symbol correspondences as core literacy and sets out a list of the sound-symbol correspondences that represent key differences between the new language and English. Students are expected to learn these, to be able to read aloud and transcribe them. What is the rationale for teaching the sound-writing relationship? How do we teach it effectively and engagingly? How can we integrate it with meaning and with culture?</p>

	<p>Many of us as teachers did not learn how to teach phonics as part of our training. This session aims to equip teachers with the pedagogical knowledge, but also with ideas and resources, for phonics teaching in Modern Languages at Key Stage 3 and 4.</p>
Session 3	<p>Vocabulary</p> <p>The why, what, how well and how much of vocabulary learning in MFL</p> <p>In this session we address the following questions:</p> <ul style="list-style-type: none"> • Why is vocabulary learning so important? • What does it mean to know a word? • Which words and how many words should students learn and how do they relate to themes and contexts? • How can students best learn and retain words?
Session 4	<p>Grammar</p> <p>Making form-meaning connections an essential part of practice</p> <p>In a time-limited context for learning languages, what kinds of grammar practice are likely to be most effective? We first present some principles drawn from relevant research. For example, studies have found benefits for activities that 'trap' a grammar feature and make form-meaning connections essential to task completion, both in the 'input' (reading and listening) and production (writing and speaking). We then consider how to put these principles into practice in the design of classroom activities for French, German and Spanish.</p>
Session 5	<p>Culture and Cultural Capital & Introduction to assessment</p> <p>Culture and cultural capital in language teaching at KS3 and KS4</p> <p>Language and culture are two sides of the same coin; closely related, there cannot be one without the other. This session offers a practical and holistic view on language and culture in classroom language teaching, showing how culture combines easily with phonics, vocabulary and grammar teaching, providing students with a strong linguistic and cultural foundation, encouraging them to 'step beyond familiar cultural boundaries and develop new ways of seeing the world'. Particularly relevant to the proposals for the new GCSE Subject Content, all ideas come with freely available resources in French, German and Spanish.</p> <p>The session will finish by looking at an introduction to assessment, as a platform from which participants will then be able to undertake session 6, an online self-study module which builds on this introduction.</p>
Session 6 (Self-Study)	<p>Assessment</p> <p>Principles of assessment design</p> <p>You will develop an enhanced understanding of the NCELP assessment design principles that underpin test design for both achievement style tests and the more holistic knowledge application tests. This session aims to equip teachers to be able to go on to design their own tests and assessments that join up their KS3 practice now with the proposed assessment requirements of the new GCSE for French, German and Spanish.</p>

Course Information

There is no financial cost to attend the course.

The course will run as five 2.5hr sessions every two weeks in term time (excluding half term). All sessions will take place on Zoom, except an additional sixth session, which is self-study. Participants will be asked to commit one hour for pre-session reading and one hour for a post-session task for each session.

The 2022 Autumn Term courses will begin in the week commencing 12th and 19th September 2022. All 2.5hr sessions will run in afternoon or twilight hours, starting between 2pm and 4pm. Successful applicants will be provided with a list of all course schedules available and invited to register for a course.

Term	Term Dates
2021/2022 Spring Term	10 January to 1 April 2022 Half term: 14 February to 27 February 2022
2021/2022 Summer Term	25 April to 15 July 2022 Half term: 30 May to 5 June 2022
2022/2023 Autumn Term	12 September to 02 December 2022 Half term: 17 October to 30 October 2022

Courses will be supported with online office hours on Slack (an online chat platform) where participants will be invited to discuss questions about the course content with their Course Leader and peers. Details of these office hours will be provided in the course pack when registration has been confirmed.

Each course cohort will consist of no more than 30 participants. This is to ensure that courses are interactive, and to maximise the opportunity for participation and feedback.

Eligibility

We welcome applications from all those involved in Modern Foreign Language education (and can cascade course content to MFL colleagues, including to in-service and/or pre-service teachers or trainees). You must be either **working in an eligible school** in England (that teaches KS3/4 French and/or German and/or Spanish) or a state-funded university-based or SCITT-based **teacher trainer** providing courses to secondary pre-service teachers or trainees in French and/or German and/or Spanish teaching.

All schools that receive public funding from the government are eligible. This includes: academies (converter or sponsor led); community, foundation, free and studio schools; university technical colleges; and voluntary aided or controlled schools. Private or independent schools are not eligible. There is no limit on the number of applications from an eligible school.

The course is designed for those new to NCELP approaches, though it would also suit participants who want to develop their understanding further (for example teachers who have already adopted [NCELP Schemes of Work](#)).

If you have a query about applicant or school eligibility, please contact enquiries@ncelp.org.

Application form

There are two application forms available at www.ncelp.org/cpd and should be filled in by the applicant (the individual who will attend the course).

1. If you are working in an eligible school

This application form will ask for the following information:

- **School details** including URN and name of the school. School URNs can be found using a search engine or via the Government's [Get Information about Schools](#) service. If your URN does not appear in the list type '00', select '00 - Other' and email enquiries@ncelp.org with the name, address and postcode of your establishment.
- **Applicant details** including name, email address, languages taught, role, and whether the applicant is an SLE (Specialist Leader of Education).

2. If you are a teacher trainer

This application form will ask for applicant details including name, email address, languages taught, type of state-funded teacher trainer (University-based or SCITT-based), employer.

All applicants will be asked to read, and confirm acceptance of the NCELP CPD course privacy notice and terms and conditions available at www.ncelp.org/cpd.

If you have any difficulty completing an application form, please contact us: enquiries@ncelp.org

Receipt of applications

Places will be allocated to applicants on a first-come first-served basis. Applications will only be accepted via our online application forms, available at www.ncelp.org/cpd.

Applications for Autumn Term courses will close at midnight on Sunday 4th September 2022. Applicants are encouraged to apply as soon as possible to guarantee securing a place on a course.

Selection process

Applicants will be admitted to register for a course on a first-come first-served basis if:

1. The applicant is involved in Modern Foreign Language education (and can cascade course content to MFL colleagues, including to in-service and/or pre-service teachers or trainees).
2. The applicant is:
 - a. EITHER working in an eligible school in England (that teaches KS3/4 French and/or German and/or Spanish)
 - b. OR a state-funded university-based or SCITT-based teacher trainer providing courses to secondary pre-service teachers or trainees in French and/or German and/or Spanish teaching
3. The applicant accepts the course Terms and Conditions available at www.ncelp.org/cpd.

Course registration

We will begin to contact applicants to register for a course no later than 5th July 2022.

Successful applicants will be asked to:

1. Register onto an available course. If none of the term's course schedules are suitable, an online asynchronous version of the course will be available in 2022 and open to all. Details of the asynchronous course will be available at www.ncelp.org/cpd when it is launched in late Spring.
2. Complete the pre-course knowledge quiz within 14 calendar days. The registration will be confirmed only when the knowledge quiz has been completed. If an applicant fails to complete their knowledge quiz within the specified time period, they will lose their place on the course.
3. Review the course pack (sent on confirmation of registration) and sign a Code of Conduct ahead of the course start date.

Course participants will be expected to fill an attendance register at each session and a completion register during the final session of the course. Each participant will complete a post-course knowledge quiz at the end of the fifth session, and on completion, receive a course completion certificate, their knowledge score and access to the sixth self-study session.

We recognise that the start of a new academic year brings a new teaching timetable and new after-school meeting schedules which may not be fully finalised at this stage. We would encourage you to still follow these steps to meet these deadlines as best as you are able, however, please be reassured that we do have some capacity to work flexibly with applicants to facilitate timetabling changes should any later arise.