



Dra. Reyes de la Vega Sánchez

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The King Edmund School

Vaughan Close, Rochford, Essex SS4 1TL (England)

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To the person responsible for the Exchange Program

Dear Sir/Madam,

I am Reyes de la Vega, responsible for the speciality of Physics and Chemistry in the master for Secondary Teachers at Pablo de Olavide University (Seville).

We would be very glad to have some of our students doing part of their practical formation at your school. These are the main ideas we have about this exchange project, but of course we could try to adapt to your requirements, if any of the following proposals does not fit you:

- 1) All our students have, at least, a B2 level of English.
- 2) Our students would stay at your school for two weeks. During the first day they could attend classes as shadow teachers. They would start working as teachers on the second day.

- 3) They could give three hours of class each day (if that suits your students timetable), and they could go to classes the rest of the day. During these last hours they could attend classes from other subjects. Our idea is getting them to know different ways of teaching.
- 4) It would be advisable for them to have a tutor, a teacher from your school, who might help them in case they have doubts about how they should prepare a class, organise their work,..etc.
- 5) If possible, they would be able to teach for at least twenty hours and stay at your school for at least forty hours. I assume you could certify that.
- 6) If it suits you, it would be very convenient for our students to examine their students after their lessons and also correct their exams. The idea is that they can carry out the whole process from explaining until the exam is taken and corrected, and any doubt about the correction solved.

I look forward to hearing from you soon.

Yours faithfully,

Reyes de la Vega Sánchez