

Online Preparatory Certificate in English Language Teaching to Secondary Level Students (State Qualified Teachers)



Our Online ELE training programme for State Qualified Teachers is a 40-hour programme run over two weeks.

The programme consists of 2 hours of live lessons and 2 hours of trainer-directed self-study per day.

This programme is specifically for State-qualified teachers and for those in their final year of teacher training college. The course is accredited by ACELS, a service of Quality & Qualifications Ireland (QQI) (www.acels.ie / www.qqi.ie). Successful completion will qualify teachers to teach English as a foreign language to secondary level students in Ireland.

Objectives

Our aim is to provide teachers with the opportunity to develop their own knowledge of the English language system, to gain an insight into the basic theory of second language acquisition and to look at methodologies and techniques for teaching English as a foreign language to secondary level students. The online programme also prepares teachers who may have to teach part or all of their ELE course online.

Methodology

The course is practical and during the online lessons participants are facilitated to do lots of pair work and group work in break out rooms, where they are encouraged by the trainer to engage in discussion in order to share ideas and experiences and are given the opportunity to collaborate on tasks in order to create their own resources and put the theory into practice.

Course Modules:

- An Introduction to Communicative Language Teaching
- Describing Language Levels
- Developing Language Awareness: English Grammar
- Developing Language Awareness: English Vocabulary
- Developing Students' Speaking Skills
- Developing Students' Reading and Listening Skills
- Lesson Planning for the Communicative Classroom
- Teaching Pronunciation
- Teaching Teens Online
- *Observation of Practising ATC Teachers

*We facilitate the observation of practising teachers by arranging for course participants to join our Online General English lessons.

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Course Assessment:

- Methodology (1 task)
- Grammar Analysis & Description (5 tasks)

Trainer-Directed Self-Study:

Course Participants are expected to put aside 2 hours per day to explore the course content in more detail (as directed by the trainer) and to complete the assessment tasks for the course, as outlined above.

Course Attendance and Participation Policy:

Successful completion of the Preparatory Certificate for ELT Course requires participants to attend all live lessons on the course.

If all lessons are not attended, the course will be deemed incomplete. Likewise, if a participant fails to complete all assessment tasks, the course will be deemed incomplete and the participant will not be put through for certification.

Certification:

A certificate is issued by the Awarding Body (QQI ACELS) on successful completion of the course. The fee for this certificate is included in the course fees.

Post Course Requirement:

Supervised Teaching Component (STC)

In your first summer school teaching position an assessed observation must be carried out by the Director of Studies/Principal or a senior teacher, using a STC Report Pro Forma, provided by ACELS. At this point, a copy of your Certificate and your STC Report will be sent back to ACELS, where you will be registered to teach English as a Foreign Language to secondary level students. You have three years to complete this Supervised Teaching Component. If you fail to do so within this timeframe, your certificate becomes null and void.

Course Dates 2020:

June 8th to 19th 2020

Days / Times for online lessons:

Monday to Friday 3pm to 5pm

We use Zoom to run our lessons.

You need access to a suitable device and a quiet space to participate in these lessons.

Course participants will be provided with a protocol document for joining zoom lessons prior to commencing the course.

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Course Fees: €295

Booking Information

How do I pay?

By cheque (made out to **ATC Language & Travel**), credit card, debit card or bank transfer:

Account Name:	ATC Language & Travel Ltd.
Account Number:	00691071
Bank Name:	Allied Irish Banks
Bank Address:	37 Upper O'Connell Street, Dublin 1.
Bank Telephone No.:	++353+1+8730555
Bank Swift Code (BIC):	AIBKIE2D
Bank Code:	93-10-55
IBAN:	IE16AIBK93105500691071

Please note that all fees must be paid in full when booking the course.
The fee is €295 per course including certification.

Conditions of Enrolment:

Cancellation Policy for Participants:

Cancellation within 28 days of course commencement – ATC will refund: 75% of total fees.

Cancellation within 14 days of course commencement – ATC will refund: 50% of total fees.

Cancellation within 7 days of course commencement – ATC will refund: 25% of total fees.

Under no circumstances will the company refund, either partially or fully, any course fees once the participant has commenced their course of study.

Cancellation of Course:

Please note that for the course to go ahead we must have a minimum of 6 participants.
Should ATC need to cancel a course, all course fees will be fully refunded.

GDPR:

ATC Language Schools' Data Protection Policies are available upon request.

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Frequently Asked Questions:

Who are ATC?

ATC Language Schools is the largest provider of summer schools teaching English to foreign teenagers in Ireland. We have centres in numerous locations throughout the country and have been running high quality courses for over 45 years. We are fully recognised as a reputable educational institute, with Dept. Education and Skills recognition.

Why do we run teacher training courses?

We recognise that the best teachers for young people are those who know them best; state qualified teachers (SQTs). In our summer schools we prefer to employ those experienced teachers who enjoy the contact with students from other countries. For those teachers we offer a training course which will supplement the skills and knowledge you already have, with the most up-to-date language learning methods, adding to your own communicative teaching abilities.

Who is eligible to do the course?

This course is specifically for state qualified teachers and for those in their final year of teacher training college. As proof of identity, we require practising teachers to provide a registration number, and for those who are about to graduate, we require a letter from the college stating that you are enrolled and the approximate date of your graduation.

***What work options are available?**

Most teachers doing this course will be teaching summer courses of between 2 and 8 weeks in July and August each year in schools all over Ireland. There may also be vacancies for positions at other times of the year. We can organise job interviews on successful completion of the course. We have vacancies in our own summer schools, and we have contacts with other summer schools looking for summer seasonal teachers. The likelihood is that most of the students will be European nationals, with some Asian and South American students, between the ages of 12 and 18. We will help you to prepare for these positions.

What extra skills can I expect from this course?

This course will focus on the special needs of teachers dealing with multinational groups of students who have been streamed at different levels of English. They are together for a short period of time so the communicative element is paramount. Current communicative teaching methods include TBL (Task-based Learning) and the use of Lexical Methods, as well as a broad range of techniques and activities designed for teenagers in the typical summer school. All activities used have been tried and tested successfully, and prove popular with students.

Who are the trainers?

All trainers are highly qualified teachers and trainers with extensive ELT industry experience.

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How is the course externally moderated?

All ATC Language Schools courses meet ACELS requirements. ACELS (the Accreditation and Coordination of English Language Services), is a service of Quality and Qualifications Ireland operating for the Department of Education and Skills in order to ensure the highest standards of education within the ELT sector. ACELS carries out inspections of all recognised institutions and the courses they provide.

When will I receive the certificate?

Once your submitted coursework has been corrected by your trainer (usually within 5 working days from submission), your final grade, your course attendance percentage, and any previous teacher training qualifications you have received are sent to ACELS for approval and certification by QQI. The average time to receive your certificate is approximately 8 - 10 weeks after course completion.

How do I prove I am a qualified teacher?

When you apply, you must submit to ATC either a copy of your teaching qualification or your Teaching Council Teacher Registration Number (if you are already teaching), or a letter from your head of department to say you will complete your training before this coming July. This proof must be sent with the application form and course fee before acceptance onto the course.

How do I know when I am accepted onto the course?

You will be informed by email, with details of the course and materials needed.

What Course Materials will I receive?

Once you have been accepted onto the course, you will receive an email with a password which gives you access to the teachers' area on our website. Here you will find detailed course notes for each module.

Do I need to prepare anything before the course begins?

You will receive a recommended reading list, as well as a pre-course preparation form, which involves doing some language awareness tasks.

* participants may find that schools are not open and lesson are being conducted remotely online.