

Erasmus+ Programme
Key Action 1 – Higher Education
Students Mobility for Traineeship
Hosting SCHOOL

SCHOOL INFORMATION	
Name of the school	CEIP FEDERICO GARCIA LORCA
Address inc post code	C/ DINAMARCA Nº 11 - 28916 LEGANES – MADRID (SPAIN)
Telephone	+34 91 688 21 14
Fax	+34 91 481 01 94
E-mail	cp.garcialorca.leganes@educa.madrid.org
Website	www.garcialorca.leganes.educa.madrid.org
Number of employees	30
Name of the school	Colegio Federico García Lorca
CONTACT DETAILS	
Contact person for this traineeship	M ^{re} Dolores Pérez Pérez
Department and designation, job title	Head teacher
Direct telephone number	+34 91 688 21 14
E-mail address	dolores.pperez@madrid.org
APPLICATION PROCEDURE	
Who to apply to (including contact details)	M ^{re} Dolores Pérez Pérez dolores.pperez@madrid.org Or by post
Deadline for applications	There is no limit. But we prefer before October, in order to arrange our syllabus and timetable.

Application process	Contact us by e-mail or post, in order to reach an agreement about dates, timetable, responsibilities and tasks at Primary level classroom (from 6 to 12 years old).
Other	We offer some advantages, such as, taking part in excursions and cultural activities that allow the candidate to know our culture and city. Friendly and familiar environment, with a supportive staff.

Please provide as much information on the placement as possible – too much information is better than not enough!

TRAINEESHIP INFORMATION	
Subject area (languages; education; mathematics...)	We prefer support for English conversation with our students, but we accept personal initiatives. We offer the opportunity to practice Spanish with our staff. Also we are open to talk about other subjects. Even we accept more than one student.
Location	We are in Leganés. It is located near Madrid, ten minutes to Atocha station, in the city center, by local train. It is also well served by tube and buses. There is a University and a friendly environment with supportive citizens. Leganés is an important and industrial city, plenty of gardens and big parks, with big shopping centres and sport centres, monuments and a Sculpture Museum. There is an important cycle lane. There are lots of places to visit and things to do.
Start Date	Undefined
Duration	Eight month. Open to other proposals.
Working hours per week	<p>Only four days a week, five hours a day (from 9:00 to 14:00). With free Monday or Friday, to allow trainees going on trips or courses. There is a chance to teach English to teacher staff only a day a week from 14:00 to 15:00. The trainee never has to stay alone in the classroom; he will be always with the English teacher.</p> <p>In the afternoon, the trainees have the opportunity to get students for extra money, with English private classes.</p>
Description of activities,tasks	Only giving support to the teacher in charge, sharing activities with him-her in English class. If the trainee would like to take part in other type of activities, we can get an agreement. We offer to take part in our cultural and school activities (festivals, carnival, Peace day, ecological competition...), Knowing Leganés and Madrid.
Accommodation (please select)	We offer our help to look for accommodation, as cheaper as possible, renting a flat or as a flatmate.
Details of financial and “in	We have taken part in this programme and our trainees always felt

kind" support to be provided	satisfied and happy. We had two different English conversation assistant of Erasmus. We give you our help as an interpreter for everything.
Other	Don't hesitate to contact us if you need to ask for questions and doubts.

COMPETENCES, SKILLS AND EXPERIENCE REQUIREMENTS

Languages and level of competence required	English (B2 The Common European Framework of Reference for Languages (CEFR) or B1).
Computer skills and level of skills required	Basic user.
Drivers license	It is not required.
Other	We accept University student, in general. We prefer trainees of teacher, even if they stay less time.

INFORMATION PROVIDED BY

Name	M ^a DOLORES PÉREZ PÉREZ
Department / Function	DIRECTOR
E-mail address	dolores.pperez@madrid.org cp.garcialorca.leganes@educa.madrid.org (School email address)
Phone number(s)	Tlf. +34 91 688 21 14 Fax. +34 91 481 01 94
Date	13th October 2014

Please return this form by email to internacional.practicas@urjc.es