

ACTIVE LANGUAGES
TOP TEN TIPS FOR ACTIVE LANGUAGES PROJECTS



1	Take time to plan the programme fully before it begins, include the students' input where possible.
2	Highlight and advertise the programme in assembly.
3	Try to work with someone who has an NCT time the same as you.
4	When deciding on when in the week to run the programme, pick the time that least disrupts the learning of students and least likely to interfere with other teachers' lessons.
5	Settle on the space you are going to use and book it out.
6	Order the equipment early that you need, i.e. medals/t-shirts/sports equipment etc...
7	Get other departments involved, i.e. ICT in the design of the certificates or the Photography club to take photos throughout etc...
8	If organising a celebration, put it in the calendar and invite staff members to come along and support students.
9	Get your prefects or student leadership team involved in the organisation and running of it.
10	Get students to write about it in your school newspaper.