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| Higher Education and Skills Group  **Participation Branch Memo**  **Department of Education and Training** |

***NUMBER:*** *2018 / February / 7*

**TO:**

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| Learn Local organisations  *– ALL or RTOs only* | ACFE Board | ACFE Regional Councils |
| Adult Education Institutions | Learn Local Stakeholders | Participation Branch Staff |

**FROM:** Nick Orchard, Acting Director - Participation Branch

**DATE:** 7 February 2018

**SUBJECT: Language and Literacy and Numeracy professional development opportunity - last days to take up available places**

**ACTIONS / CRITICAL DATES:**

Teachers working in language, literacy and numeracy in both pre-accredited and accredited programs and also volunteers supporting learners with the development of their language, literacy and numeracy skills are strongly encouraged **to take up places** in three interlinked action research professional development sessions to be held **in Bendigo at 7-15 McLaren Street on the following dates February 19th, March 14th 2and April 19th 2018**.

To obtain the maximum benefit, participants **must attend all three sessions.** The action research approach to professional development focuses on an integrated process of review, application and reflection through peer group collaboration and discussion, rather than a one off isolated session.

**The places are available until 9 am Monday 12 February**, so do not delay to complete the registration form attached and email it to Victoria University (ACFE Board Curriculum Managers [Cheryl.Bartolo@vu.edu.au](mailto:Cheryl.Bartolo@vu.edu.au) or [Nadia.Casarotto@vu.edu.au](mailto:Nadia.Casarotto@vu.edu.au) or contact these people direct for a registration form should you encounter access problems.

**Language and Literacy and Numeracy professional development opportunity**

The ACFE Board invites Learn Local practitioners to participate in a series of three **interlinked** action research professional development sessions to be held in Bendigo at 7-15 McLaren Street on

* February 19th 2018
* March 14th 2018
* April 19th 2018

Victoria University (ACFE Board Curriculum Manager) is providing the PD aimed at exploring ways of improving student learning experience and achievement in Language and Literacy.

The three part PD series will be based on applying a research informed approach to teaching practice and will focus on examining ways in which research can help to inform and review current practice in the language, literacy and numeracy areas. The process is interactive and group based and involves:

* choosing an element of your practice you would like to review or improve, for example teaching reading, writing or numeracy
* reviewing and discussing accessible research in a group of practitioners with a similar interest (a selection of research will be provided or participants can select pieces of interest)
* identifying aspects or findings from the research and  applying to own practice
* reviewing and discussing outcomes

To obtain the maximum benefit, participants **must attend all three sessions** in the selected series.

This professional development program is a valuable opportunity for teachers who are working in the language, literacy and numeracy areas in both pre-accredited and accredited programs and volunteers who are supporting learners with the development of their language, literacy and numeracy skills to work closely with your peers to constructively review your teaching practice with the potential to amend or improve practices and approaches in the language, literacy and numeracy area.

**The places in Bendigo are available until 9 am Monday 12 February**, so do not delay to complete the registration form attached and email it to Victoria University (ACFE Board Curriculum Managers [Cheryl.Bartolo@vu.edu.au](mailto:Cheryl.Bartolo@vu.edu.au) or [Nadia.Casarotto@vu.edu.au](mailto:Nadia.Casarotto@vu.edu.au) or contact these people direct for a registration form should you encounter access problems.

Thank you for your assistance.

