

Introduction

CONNECTING CLASSROOMS THROUGH GLOBAL LEARNING GRANT APPLICATION

Guidance for applicants

It is essential you familiarise yourself with the Practical Guide to Connecting Classrooms through Global Learning which contains practical information to cover your partnership journey, as well as a checklist to help you ensure your application meets eligibility criteria. It also contains information about how your application will be assessed.

We strongly encourage you to include as much detail as possible in your Connecting Classrooms application. Applications must be completed as a joint endeavour between UK and overseas schools, and we expect to see strong evidence of collaboration and joint working. We want to hear both UK and overseas voices in the application; failure to achieve this will result in a low assessment score.

By completing this process, your school will automatically qualify for the British Council's International School Award at Foundation, Intermediate or Accreditation level depending on your activities and current ISA status. For more information [click here](#).

Instructions on how to fill out the form

This application form can be saved at any time before completing or submitting it. In order to save the form and complete it later, click on the 'Save' button at the top or bottom of the page. The form is also automatically saved as you navigate through the pages.

Your application ID is shown below. Please use this ID in all correspondence with British Council.

Application ID

CC4-R5-10005



British Council will use the information that you are providing in connection with processing your registration. The legal basis for processing your information is agreement with our terms and conditions of registration (contract). Your information will be shared with our operational partners only for the purposes of assessment and personal development identification.

Data Protection

British Council complies with data protection law in the UK and laws in other countries that meet internationally accepted standards.

You have the right to ask for a copy of the information we hold on you, and the right to ask us to correct any inaccuracies in that information. If you have concerns about how we have used your personal information, you also have the right to complain to a privacy regulator.

For detailed information, please refer to the privacy section of our website, www.britishcouncil.org/privacy or contact your local British Council office. We will keep your information for a period of 7 years from the time of collection.

Share Application Form

Applications must be completed as a joint endeavour between UK and overseas participating schools. We expect to see strong evidence of collaboration and joint working.

An application must be initiated by a UK school. Other schools in the partnership are encouraged to contribute to the application form.

In order to share the application form with other schools in your partnership, you must first select 'Create Project' below and enter a suitable project name (This is just for your own internal records).

Once a project name has been created, you can begin to complete the application form. You can save and exit your application form at any point. To return to the application at a later date, simply login to the [Application portal](#) and open the application from the 'Saved' tab or the 'My Projects' tab.

To allow other schools in your partnership access to the application form, you must login to the [Application portal](#) and click on the 'Share this project' button from the 'My Projects' tab . A 'project code' will be generated –you will need to share this with you partner schools.

Your partners will need to register on the [Application portal](#) and navigate to the 'My Projects' tab. To access the application form they must click the 'Join a project' and enter the project code. Entering the project code will allow them to have access to read and edit the application.

If you do not want your partners to be able to edit the application form or submit it on your behalf, you can share the application in a read-only mode. To do this you must select the 'Lock Application form' button below.

Partnership type

There are two options for partnership composition that can be considered for grant funding:

- **Cluster** (As a minimum there must be four schools, one of which must be from a participating country outside the UK. Each UK school in the cluster taking part in reciprocal visits must have a partner school in a participating country overseas.) Applicants can apply for grant funding to support global learning, training and reciprocal visits.
- **One to one** (one UK institution linked with one overseas institution in a participating country):

Please select the partnership type applicable to you,

Cluster

UK Cluster Co-ordinator

About your UK Cluster Co-ordinator

UK Organisation /
school

UK Cluster Coordinator
name

Job title

Gender

(The cluster lead/coordinator has to be based in the UK. Please select the "Non-UK address" tick box for non UK schools only)

Non-UK address

Address line 1

Address line 2

Town/city

Region

Postcode

Contact details outside of term time

Telephone

Mobile

Email

Please detail your skills, knowledge and experience of international school partnerships and of Development Education and Global learning (DEGL), including details of any relevant professional development training (**300 words max.**)

About your cluster

Please input the number of institutions in your cluster below:

UK institutions

Number of Partner institutions that will take part in a reciprocal visit

Number of Network institutions that won't take part in a reciprocal visit

Total count of UK institutions in the cluster

Overseas institutions

Number of Partner institutions that will take part in a reciprocal visit

Number of Network institutions that won't take part in a reciprocal visit

Total count of Overseas institutions in the cluster

Partner Schools

UK Partner Schools (Schools travelling)

About your schools (for schools participating in reciprocal visits only). Section to be repeated (add new rows) as necessary.

You must complete this section for all UK schools in your cluster that will travel overseas to visit a partner school.

(Please click on 'Add row' button to add lines to the table for data entry)

School	Co-ordinator name	Address	Country	Email	Self- Assessment

Overseas Partner Schools (travelling)

About your schools (for schools participating in reciprocal visits only). Section to be repeated (add new rows) as necessary.

You must complete this section for all overseas schools in your cluster that will travel to the UK.

(Please click on 'Add row' button to add lines to the table for data entry)

School	Co-ordinator name	Address	Country	Email	Professional Development Needs

Network Schools

Please give details of other schools in your cluster that are not participating in reciprocal visits. Section to be repeated (add new rows) as necessary.

You must complete this section for all schools (UK and overseas) in your cluster that will not travel overseas to visit a partner school.

(Please click on 'Add row' button to add lines to the table for data entry)

School	Co-ordinator name	Address	Country	Region	Email	Self-Assessment

Collaborative Project

Schools in clusters are required to implement a collaborative pupil project of at least one school term in length. This collaborative activity should be aligned with the theme or themes associated with the country of each school participating in the project. Please visit our website for more information about countries and themes

Pupil-to-pupil collaborative projects give partnerships a framework to run a collaborative, pupil-focused programme of work.

The templates are based around the United Nations Sustainable Development Goals and address topics which are high on the agenda of governments around the world in the 21st century. Each template can be adapted to meet the needs of your country, your classroom and your curriculum.

Please identify the global issue(s) which your project will explore and the transferable skills that will be developed as a result **(300 words max)**

(Please click on 'Add row' button to add lines to the table for data entry)

UK and overseas schools to be involved	Pupil-pupil project	Global themes	Expected outcomes

Teacher development

Please state how your partnership can enhance the quality of teaching and leadership in your school

What training are you planning as a result of the self-assessment exercise for:

1. Partners schools in the UK
2. Network schools (if appropriate)

One UK school linked with one overseas school in a participating country

Please provide an estimate of the total number of teachers you propose to involve in project activities from either partner or network schools. This should include participants in:

- level one training
- cluster meetings
- other project activities

Cluster action plan

Plan (for the whole cluster)

Please describe your work plan with a clear timeline and expected outcomes. Outcomes should be centred around the following three areas:

- Pupils' learning
- Pupils taking action on global issues
- Teacher training

(Please click on 'Add row' button to add lines to the table for data entry)

Schools involved	Activity type	Activity details	Approximate date when this activity will take place	Expected outcomes and impact of this activity	How will this activity link to global learning	Dissemination

Please summarise the wider impact to be achieved by the UK and overseas schools in the project, focussing on

- whole school and wider community involvement
- empowering student voice within the schools and beyond
- how success will be celebrated

(200 words max)

Activities & funding

Through our flexible menu of activities, your cluster can apply for funding to support teacher training and communities of practice within your networks, reciprocal visits and collaborative projects between UK and developing country schools, and supply cover. **It is essential that you thoroughly read the Practical Guide to Connecting Classrooms before starting this section.**

Complete the table to indicate which area(s) of the offer the schools in your cluster will be participating in. You should include the amount of funding you are applying for in order to complete the activity (UK and overseas schools).

Please ensure that funding applied for relates to actions specified in your Action Plan

(Please click on 'Add row' button to add lines to the table for data entry)

School	Country (where school is located)	Travel Grant (Reciprocal Visits)	Training UK Partner schools	Training UK Network schools	Collaborative Pupil projects	Celebration events

Sub-total GBP £

 Resources (specific to reciprocal visit only)
**Max £100 per cluster
GBP £**

 Supply Cover (for UK cluster co-ordinator only) **GBP £**

Overall total GBP £

Reciprocal School visits - Travel grant expenditure

Please ensure only eligible costs are listed. Visit costs which are deemed to be eligible include:

- Flights;
- Transfers to and from the airport;
- Accommodation;
- Subsistence;
- Visa costs;
- Essential vaccinations;
- Single trip travel insurance

(Insert more lines if necessary)

Area of expenditure	Estimated Value (in GBP £)	Description

Total expenditure

Communication plan

Summarise how communication takes place between your partnership/cluster

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How do you usually communicate? - please tick all that apply

- Email
- Telephone
- SMS
- WhatsApp
- Skype
- Facebook
- Other

How did you hear about Connecting Classrooms- please tick all that apply

- Social media
- TES (Times Educational Supplement)
- Exhibition or event
- Email from the British Council
- Face to face contact
- Google search
- Other

Security plan

School	Policy summary

Please provide a statement describing how your Partnership will manage risk. Please identify the individual(s) in your Partnership with responsibility for ensuring adequate risk mitigations are in place.

Please tick to confirm that all teachers planning to participate in international travel as proposed in this application have, or will have, the relevant and adequate insurance policies in place for their proposed travel.

Child Protection

Please tick to confirm you have read the British Council Child Protection Global Policy Statement.

Declaration

By ticking this box you are confirming that all the information provided in your application is accurate and true.

Please confirm that the Headteacher of each school involved is aware of this application and supports the activities and visits planned.

I am happy for this application to be used as the basis for automatically awarding the International School Award (more information here).

Submission

Your application reference is shown below. Please use this reference in all correspondence with British Council.

Application reference

CC4-R5-10005

After you submit your application you will not be able to edit your application in any way