

Call for Bids from Becta and the NEN

‘Repurpose, Create and Share’ *learning and teaching materials*

28 January 2008

**Sent to: Head Teachers and Heads of Departments of all schools with
secondary aged students
Local Authorities – Head of School Improvement**

Are your teachers using and sharing digital resources for learning and teaching?

Becta and the NEN invite your school to join this programme to:

- exploit online digital resources
- create new materials to support learning and teaching for secondary aged students using those online digital resources
- work with your RBC (and possibly its Local Authority and other schools) to produce these materials and then share them across the NEN.

Projects last from April to December 2008. Funding will be up to £25,000 per project. Bids are required by Friday 22 February 2008.

Introduction

Becta and the National Education Network invite secondary schools to submit proposals for funded projects to exploit online digital resources found external to their organisation to create more engaging, innovative and interactive materials for teaching and learning. These materials will then be made available nationally for sharing with other teachers.

Up to £25,000 is available per project and it is expected that 30-50 projects will be funded across the country. Collaborative bids (which may include primary schools) will be welcomed.

The **deadline** for bids is **12:00 noon on Friday 22 February 2008**.
All projects should start as soon as possible and no later than 22 April 2008.
Funding will cease at the end of December 2008.

Background

The Government's e-strategy (Harnessing Technology) identified the practice of teachers using and sharing digital learning resources as providing an important way of improving outcomes and benefits for learners as well as producing greater efficiency, effectiveness and value for money across the system.

The aim of this programme '*Repurpose, Create and Share*' is to build capacity, knowledge and skills around the embedding of digital resources into learning and teaching materials for the benefit of learning outcomes.

It also aims to:

- improve efficiency gains to be had from sharing learning materials with other schools
- raise awareness of the range of freely available online digital resources
- encourage greater collaboration in the creation of more interactive, engaging learning materials
- provide Becta and the NEN with information about what encourages and enables teachers to repurpose and share digital learning materials.

Nature of the projects

The projects must exploit a range of online digital resources to enrich teaching and learning. The resulting learning materials will be innovative, engaging and interactive for the learner.

The completed learning materials will be delivered to your Regional Broadband Consortium for national sharing on the NEN. The learning materials should not directly duplicate anything that is currently available from the commercial market.

The materials created can support the learning in any subject at secondary level (KS 3 and 4) as well as the [new diplomas](#). The assessment panel will look favourably on the production of materials that support the [new secondary curriculum](#), for instance, developing one or more of the six skills for life and work (independent inquirers, creative thinkers, team workers, self-managers, effective participators and reflective learners).

The **digital resources** that are used within the learning and teaching materials must be electronic resources available online. They will, for example, be video clips, graphics, sound files, animations, simulations, assessment, learning objects, and electronic information resources. (See Appendix D for suggested sources.)

The digital resources that are used within the learning and teaching materials must have copyright and IPR permissions to enable them to be used for educational purposes, for re-purposing by other schools so they can be made

freely available to other schools through NEN regional/national repositories. Support and guidance on IPR and copyright will be provided to the successful projects by the RBC and programme support team.

The learning materials and the digital resources within them will be for educational, non-commercial purposes and not for resale.

Project requirements

The resulting materials must

- be accessible by all relevant learners and teachers
- exemplify good subject learning and teaching
- offer clear objectives
- show genuine innovation in use of digital resources, learning design, learner engagement and subject/curriculum coverage
- be capable of sitting within/accessed through a learning platform
- be shareable, portable and not platform specific
- provide added value to teaching through the embedding of a range of appropriate online digital resources.

Accessibility - Becta and the NEN are committed to the production of learning materials and resources that are flexible in use and which give teachers the opportunity to support the needs of a diverse range of users. Projects should therefore strive to represent good practice to this end and where applicable document or demonstrate adherence to guidance in this arena. See the Becta publications [Making accessible software: a guide for developers and providers](#) and [Making software accessible: a guide for schools](#) and the detailed resources linked to from within each publication. See also <http://www.becta.org.uk/industry/content/accessibility/> or <http://www.becta.org.uk/schools/inclusion> (and click on 'Accessibility and access to learning').

Projects should also meet (with support from the RBCs) Becta's technical standards appropriate for school produced materials. Guidance on applying the appropriate technical and accessibility standards will be provided via your RBC.

We envisage that the project will have **3 phases**: exploration, creation and delivery.

The projects must also make time for **trailing** their materials with learners throughout their development and take account of the feedback.

Programme meetings - Project teams will be expected to attend a minimum of 3 meetings with other projects within their region which will be led by their RBC. All projects will also be expected to attend a final national forum and celebration of the programme in December 2008. The event will be to share lessons learned and review the outputs and outcomes of the programme.

Evaluation – The programme will be evaluated and all projects are required to cooperate in the evaluation activities.

Project support – project support and coordination will be provided by your RBC throughout the period of the programme.

Head teachers will be responsible for ensuring **copyright and IPR** permissions have been obtained for the learning materials and for any resources used within them for educational use so they can be made freely available to other schools through NEN regional/national repositories. Support and guidance on IPR and copyright will be provided by the RBC and programme support team.

Expenditure

A number of projects will be funded from across the country with a maximum grant of £25,000.

The funding may be used for:

- Teacher release
- Expertise
- Project management
- Materials development support and design
- Administrative and /or technical support costs
- Reasonable travel costs (attendance at the regional and national meetings will be provided centrally).

Funding may **NOT** be used for hardware or purchasing digital resources.

The schedule for payments will be negotiated with your RBC at project start-up and funding will be received from your RBC.

Deliverables

The deliverables of each project are expected to be:

- Sets of teaching and learning materials which embed a range of copyright free digital resources for release to schools nationally.
- A case study on the issues encountered during the creation of the materials as well as the approach taken and tools used in their development.
- Ongoing regular reflection and reporting via a weblog.
- Teacher notes on approaches to using the new materials with examples of innovative ways they have been used at the project school(s).

All materials should be delivered in a format sharable across the NEN.

Timescales for projects

The successful projects will be expected to start in early April with a start-up meeting led by your RBC. Projects should be completed by 1 December 2008 with the delivery of the materials and case studies.

Structure of bids

Bids for funding must include:

- Outline of materials – a description of the teaching and learning materials to be produced, subject/key stage coverage, an indication of how you will

ensure good learning design within the materials, and the value provided by the digital resources.

- An indication of where you will source your digital resources. (See Appendix D for list of suggested sources.)
- Proposed project team with names, job titles and institution/organisation.
- Funding requested and outline budget (suggested budget headings: staff release costs; external expertise eg developers, consultant; travel and expenses; admin costs; consumables; estate costs eg services, utilities, room hire).
- Draft project plan for period April to December 2008.
- Risk assessment (See Appendix C).
- Letter of support for the project from the Head Teacher of each participating school indicating their commitment to:
 - sharing the materials via a national repository
 - working with the RBC, programme support teams
 - the project team attending the required forums
 - release of copyright to Becta of the created materials for use by all schools within the NEN
 - confirm that the school will take all reasonable steps to ensure digital resources are free of copyright.

A template for completing your bid is provided in Appendix B.

Submission of bids

- The deadline for submission of bids is **12:00 noon on Friday 22 February 2008**. Late proposals will not be accepted.
- Bids should not exceed 6 single sides of A4.
- Bids **MUST**
 - Include a completed cover sheet (see Appendix A)
 - Be accompanied by a letter from the Head Teacher at the lead institution and from any partner school.
- Bids should be returned to your named RBC contact: (See NEN website – www.nen.gov.uk)

Assessment criteria for selecting bids for funding

Bids will be assessed to identify how far they:

- Achieve the overall project aims (see 'Nature of projects').
- Potentially provide value to schools beyond the project.
- Fill a gap in existing resources and don't replicate materials that are currently on the market.
- Are innovative in approach and support innovation in their use by others
- Have a realistic and achievable project plan.
- Provide realistic plans for trialing/testing materials with learners and teachers.

- Understand the need for technical and accessibility standards and are committed to fulfilling the necessary requirements (with support).
- Provide effective levels of support and commitment from each participating school in project.
- Provide value for money in relation to outcomes provided from the funding sought.

Evaluation of bids

- A joint Becta/NEN selection panel will review the bids received.
- RBCs will endeavour to notify successful bidders by **Thursday 20 March**.
- RBCs will work with successful bidders to agree the final workplan and ensure that the budget is appropriate. It may be necessary to negotiate some aspects of the project including the level of funding.

Further information for general enquiries:

Refer to your RBC (www.nen.gov.uk)

Sources for further information:

The Diploma – http://yp.direct.gov.uk/diplomas/teachers/teacher_information/

New Secondary Curriculum – www.qca.org.uk/qca_13575.aspx

[Making accessible software: a guide for developers and providers](#)

[Making software accessible: a guide for schools](#)

<http://www.becta.org.uk/industry/content/accessibility/>

<http://www.becta.org.uk/schools/inclusion>

Checklist for bid submission

Before submitting your bid make sure you have included the following essential information:

- The cover sheet from Appendix A.
- Detail of bid not exceeding six A4 pages using the numbered headings provided in Appendix B.
- Letter of support from the Head Teacher of each participating school indicating their commitment to:
 - sharing the materials via a national repository
 - working with the RBC, programme support teams
 - the project team attending the required forums
 - release of copyright to Becta of the created materials for use by all schools within the NEN
 - confirmation that the school will take all reasonable steps to ensure digital resources are free of copyright.

Appendix A – Cover sheet for bids

Name of lead school:	
Name of proposed project:	
Name of proposed partners:	
Full contact details for project leader: <i>(It is important that contact can be made quickly and easily by email or phone)</i>	
Name:	
Position/Job title:	
Direct email:	
Schools address:	
Postcode:	
Mobile tel no:	
School tel no:	
Total funding requested: £	
Brief outline project description (max 200 words):	

Appendix B – Template for completing bid

Use the structure of the table below to write your bid. The bid (not including letters of support and any other appendices) should not exceed six A4 pages.

1. Outline of materials (a description of the teaching and learning materials to be produced, subject/key stage coverage, an indication of how you will ensure good learning design within the materials, and the value provided by digital resources.)
2. An indication of where you will source your digital resources (See Appendix D for list of suggested sources)
3. Proposed project team with names, job titles and institution/organisation.
4. Funding requested and outline budget (<i>suggested budget headings</i> : staff release costs; external expertise e.g. developers, consultants; travel and expenses; admin costs; consumables, estate costs e.g. services, utilities, room hire)
5. Draft project plan for period April to December 2008
6. Risk assessment (See Appendix C)
7. Confirmation that the project team will participate in evaluation feedback, weblogging, and attend required regional and national meetings

Appendix C – Risk Assessment

All projects have an element of risk. Even in the best-planned project there are uncertainties, and unexpected events can occur. A risk can be defined as: *‘the threat or possibility that an action or event will adversely or beneficially affect the ability to achieve objectives’*.

A risk analysis when putting together a bid will help you predict the risks that could prevent a project from delivering on time or even failing. It will also help you manage the risks should they occur.

Your **risk analysis** should address the following questions:

- What could possibly happen?
- What is the likelihood of it happening? (High, Medium or Low)
- How will it affect the project? (High, Medium, Low)
- What can be done about it? (Mitigation)

Suggested layout:

Risk	Likelihood (H,M,L)	Impact (H,M,L)	Mitigation

Appendix D – Suggested sources of digital resources

The following links are just some of the places you will be able to find a range of digital resources to exploit within your learning materials. However, it is expected that the first part of the project will be given to exploring online and finding more resources. Your RBC and LA will also be able to advice.

National Education Network <http://www.nen.gov.uk/>

National Learning Network www.nln.ac.uk (from April for this programme)

Becta's 'Starters for 10' – available from www.nen.gov.uk/

Teachers TV www.teachers.tv/

Teacher resource Exchange (TRE) <http://tre.ngfl.gov.uk/>

TES Resource Bank <http://www.tes.co.uk/resources/home.aspx>

Practical Resource Pack (KS3)

<http://www.teachernet.gov.uk/supportpack/subject.aspx?t=2&s=15>

Birmingham Grid for Learning <http://www.bgfl.org/bgfl>

Edinburgh Grid for Learning <http://egfl.net/>

Subject Associations <http://www.subjectassociation.org.uk/>

Generic images and sound

NEN Gallery <http://gallery.nen.gov.uk/>

National Audio Network <http://audio.nen.gov.uk>

History

Museum Box <http://museumbox.e2bn.org>

Essex life in Archive Film <http://essexlife.e2bn.org/>

Victorian Crime and Punishment <http://vcp.e2bn.org>

The Abolition Project <http://abolition.e2bn.org>

National Archives <http://www.learningcurve.gov.uk/>

D&T

Crossover project <http://www.wmnet.org.uk/go/crossover>

Geography

Weather Stations www.weather.lgfl.net

Radioactive waste for GCSE DME www.radwaste.lgfl.net

Science (biology)

Arkive www.arkive.org also www.wildfilmhistory.org (February 2008)

Climate change <http://climatechange.wmnet.org.uk>

KS3 Maths

Skooool <http://lgfl.skooool.co.uk/keystage3.aspx?id=65>

Maths Whiteboard Toolkit <http://lgfl.skooool.co.uk/keystage3.aspx?id=65>

Media Studies

Wild Film History www.wildfilmhistory.org (February 2008)

Other

Cooklt <http://cookit.e2bn.org/>