

Millfield English Language Holiday Courses (MELHC)

Teaching Resources Policy

As we follow a Process Syllabus model and believe that the syllabus should be at least partially negotiated with our students we do not have a set course book. We also feel that this would not work within a setting with continuous enrolment. However we acknowledge that some teachers need more structure and so we have attempted to identify resources for each aspect of the individual campus syllabus.

Each campus has an inventory of resources (books, magazines, games and realia) which are available within the staff room. This inventory is updated on an annual basis. In addition, we have a selection of electronic resources and there is a list of resources by topic available in every teacher's personal electronic folder. During induction, teachers are shown where to find the electronic resources and the link for the resources by topic is added to the campus syllabus framework document.

Teachers are encouraged to make recommendations for new resources. Wherever possible these are purchased during the course. The Director of Studies reviews resources annually and makes recommendations for additions to the Director of Holiday Courses and Events.