

21 November 2011

Dear Mr Conway,

As you know, the team led by Richard Pountney at Sheffield Hallam University at the Faculty of Development and Society has successfully bid for funding from the Joint Information Systems Committee Open Educational Resources Programme to undertake the "Digital Futures in Teacher Education" project (please see attached fact sheet for more information).

The aim of the project is to develop guidance on practice in teaching and learning in the school sector involving digital literacy. We have discussed this opportunity with your colleague, Paul Haigh, who has expressed initial interest. We would now wish to invite your school to be involved in this exciting opportunity and we will be hosting a briefing meeting on the 8th of December (10:30-4:00 in the centre of Sheffield, details of venue to be confirmed). The meeting will outline the background to the project and explain how we envisage the collaboration of the schools with project partners who include PGCE tutors at Sheffield Hallam University and University of Sheffield as well as representatives of the local creative digital industry.

If you decide to take advantage of this opportunity, we would like you to nominate a key liaison with the project whose commitment would be equivalent to five days. They would be working closely with the project team giving them feedback on pedagogical approaches to digital literacy in the curriculum as well as developing a case study of their involvement with open teaching materials. The benefits of participation to your school would include contribution to cover five days of teacher's release at £350/day; together with the equivalent of £500 towards staff training as well as £1000 to run a dissemination event in your school. In addition, your school would be offered support by the project team to collaborate with the Sheffield Children's Festival where your pupils could become involved in putting together a showcase of their work with the project for the event. Your school will also have an opportunity to participate in a regional conference in the summer term which will be attended by representatives of the school and teacher education sector as well as education developers and regional broadband consortia, including Yorkshire and Humber Grid for Learning.

To confirm the attendance at the start-up day on the 8th of December, please reply to Anna Gruszczynska [a.gruszczynska@shu.ac.uk](mailto:a.gruszczynska@shu.ac.uk) (01142256384) giving the name of the person who will represent the school. If you have any queries, please do not hesitate to contact us.

Yours sincerely,

A handwritten signature in cursive script that reads "R Pountney". The signature is written in a dark ink and is positioned above the printed name and title.

Richard Pountney  
"Digital Futures in Teacher Education" Project Lead