



**LETTER CIRCULAR - Institute for Education**

**Date:** 9 January 2024

**Ref:** IfE 02/2024

**From:** Joanne Grima – CEO

**To the attention of:** All Educators

**Subject:** Online Synchronous Professional Development Sessions for Educators to be held between **April 2024 to June 2024**.

**Application Link:** See links in table below

**Applications Open:** 9 January 2024

**Applicable Fee:** Free of charge

**Deadline:** See table below

The Institute for Education (IfE) is offering seven educator sessions starting April 2024. These non-accredited **online (live) sessions** are the perfect opportunity for educators to develop their knowledge and competences in self-sought areas. These sessions can form part of the **Accelerated Progression Scheme**, where each hour of attendance contributes to one hour under the Accelerated Progression Scheme. Applicants will participate in the live session through the IfE online learning environment according to the date and time they have applied. A Certificate of Attendance will be provided through Blockcerts.

If you are interested in seeing what other educator sessions we offer, kindly access circulars [IfE 60/2023](#) and [IfE 81/2023](#).

Date of Session	Time of Session	Application Link/Code	Synchronous Session Title	Deadline
<b>APRIL 2024</b>				
11th April 2024	16:30-18:30	<a href="#">TSS55/SAFE/01/2024</a>	Approaching the employee with addiction difficulties	22nd March 2024
17 <sup>th</sup> April 2024	16:30-18:30	<a href="#">TSS56/SAFE/01/2024</a>	Bullying at the workplace	22nd March 2024
<b>MAY 2024</b>				
28th May 2024	16:30-18:30	<a href="#">TSS57/SAFE/02/2024</a>	Gambling	26th April 2024



JUNE 2024				
12th June 2024	16:30-18:30	<a href="#">TSS58/SAFE/02/2024</a>	Stress management	24th May 2024
18th June 2024	16:30-18:30	<a href="#">TSS59/SAFE/02/2024</a>	Substances & their effects	24th May 2024
25th June 2024	16:30-18:30	<a href="#">TSS60/SAFE/02/2024</a>	Work-life Balance/Skills for the parent employee	24th May 2024
26th June 2024	16:30-18:30	<a href="#">TSS61/SAFE/02/2024</a>	Wise use of technology	24th May 2024

### **Technological Requirements**

All accepted course participants must ensure that they have a strong internet connection and a working microphone and camera for synchronous (live) online sessions.

Interested applicants are requested to submit an online application through the application links within the table above **in accordance with the stipulated deadlines**. Places are limited to the first twenty-five (25) eligible applicants per module.

Thank you.

**Joanne Grima**  
**CEO Institute for Education**