



CIRCOLO DIDATTICO STATALE

Via Spontini, 4 - 62024 Matelica (MC)

Tel. fax 0737.83651

E-mail: *mcee01600e@istruzione.it*



C.F. 83003870439

C.M. MCEE01600E

DISTRETTO SCOLASTICO N. 7

Prot. N. 9820 A/22

Matelica, 28/09/11

Dear Sirs,

We will be glad to invite You for a Preparatory Meeting which will be held in Matelica (Italy) in Our Primary School named Circolo Didattico Via Spontini.

Works will start on 24th November until 26th 2011.

Hoping to meet You all.

We remain at Your disposal



The Headmaster

Prof.ssa Adriana Verdini



CIRCOLO DIDATTICO STATALE

Via Spontini, 4 - 62024 Matelica (MC)

Tel. fax 0737.83651

E-mail: *mcee01600e@istruzione.it*

C.F. 83003870439

C.M. MCEE01600E

DISTRETTO SCOLASTICO N. 7

Comenius preparatory meeting

Matelica, Italy November 24-25.26 2011

23 November

Arrival of teachers

24 November

- 9:30 Welcome and Introduction
Presentation of the school and the school system
- 10:00 Detailed planning of the project (Introduction)
- 11:15 Coffee break
- 11:30 Planning of the project (Follow up)
- 13:00 Lunch at school
- 14:00 Free time
- 14:30 Planning of the project (Follow up)
- 18:00 Free time
- 20:00 Dinner together

25 November

- 9:30 Joint lesson (Presentation of the country, town and school)
- 10:30 Coffee break
- 10:45 Planning of the project (Final revision)
- 13:00 Lunch at school
- 14:00 Free time
- 16:30 Visit a "Paper Museum" in Fabriano and surroundings
- 20:00 Dinner together in a "typical cottage"

26 november

Departures

The Headmaster

Prof.ssa Adriana Verdini