



Professional Services Brief:
Deadline for receipt of tender proposals:
9am Monday 27th July 2020

INVITATION TO TENDER: SUPPORTING THE ARTS & CREATIVITY IN EARLY YEARS HIGHER EDUCATION

Background

Norfolk & Norwich Festival

Norfolk & Norwich Festival is the flagship arts festival for the East of England with a reputation for innovative and inspirational programming and commissioning. One of the big four UK international arts festivals, each May we transform and celebrate our city and county through an internationally acclaimed programme of music, theatre, literature, visual arts, circus, dance and outdoor arts, enjoyed by over 75,000 people.

Festival Bridge

Festival Bridge is one of the ten national Bridge organisations with investment from Arts Council England and the Department of Education. Our mission is to ensure children and young people across Cambridgeshire, Norfolk, Peterborough and Suffolk know that arts and culture belong to them. Festival Bridge is part of Norfolk & Norwich Festival.

Specification

Background

One of Festival Bridge's key strategic areas of development is to enhance the creative experiences of babies and children in their early years (0-5 years). This is a two-pronged approach: on the one hand, through support for artists to develop specialist skills in working with this age group, and on the other to increase the skills and confidence of early years practitioners to widen their own creative practice within their settings.

The impetus for the former came from a scoping report undertaken on Festival Bridge's behalf by AYCORN East (a collective of artists specialising in this age group now formally constituted as Magic Acorns). (See <https://nnfestival.org.uk/festival-bridge/what-we-do/research-development/early-years/> for the original report and further principles for arts and early years.)

Alongside the artist development work now being led by Magic Acorns, Festival Bridge has been leading on ways to embed additional skills within the early years workforce itself, partly through CPD for practitioners (being piloted through Highfield Nursery in Ipswich with funding from Youth Music) and partly through partnership with higher education institutions.

For the latter Festival Bridge has built a partnership with Anglia Ruskin University to pilot artistic input into their Early Years Education Foundation Degree curriculum. Most students undertaking this two year foundation degree are existing early years' practitioners, and much of the module is delivered remotely – following the current Covid-19 emergency, all teaching will be online for the next academic year. Students in their second year will build this work into their Work-Based Learning Module (See Appendix 1 for the full proposal).

Aims of the consultancy/evaluation

Festival Bridge is now seeking an experienced evaluator to measure the impact of this initiative and to refine its potential going forward. The evaluation will examine

- the efficacy of the delivery
- the impact on students' skills base, confidence and academic achievement and
- the management of the partnership between Festival Bridge and the artistic partners.

The ultimate purpose of the evaluation will be

- to provide the partners with evidence of additionality to the existing curriculum model
- to support the potential for embedding this initiative as part of a much larger in-depth research project funded by AHRC or larger Foundations that support educational development.

Approach

We would like bidders to propose an evaluation approach using quantitative and qualitative methods, and provide the skills and experience necessary to complete the project described above. We expect there to be consultation with the partners and a close and flexible working relationship with the Head of Bridge at Norfolk & Norwich Festival.

Outputs

- Project management and quality assurance
- Interim evaluation report
- Final evaluation report

A final meeting with project partners to share and discuss findings.

Duration of the contract

The contract period is from August 2020 to May 2021.

Procurement and project timeline

The timeline for the project is detailed below. The dates are subject to change.

Activity	Date
Issue tender	July 2020
Deadline for submitting proposals	9am Monday 27th July 2020
Interviews (Zoom)	Thursday 30th
Contract commencement	10 th August 2020
Kick-off meeting	10 th August 2020
Project Delivery	September 2020
Interim findings/activity refinements	End of October 2020
Student Evaluation Submission	Spring 2021
Final report	May 2021

Pricing/Budget/Management

The budget available for this project is **£3,000** exclusive of VAT, inclusive of travel and other expenses.

Norfolk & Norwich Festival will pay on receipt of each deliverable agreed in the contract. In performing the services required under this contract the supplier will report to Michael Corley, Head of Bridge. Please specify in your proposal the named individual who will be responsible for managing this contract.

Administration time is available by the core Festival Bridge team, agreed with the Head of Bridge in advance.

Evaluation and pricing criteria

Your response/proposal should respond to all the criteria below (maximum 3 sides A4 plus supporting information and budget). Quality and price criteria will be used to evaluate the quality of the tender proposals, as set out below:

1. Set out your proposed approach, explaining how you will meet the requirements outlined above
2. Demonstrate your experience and skills in successfully delivering similar evaluation activity
3. Provide copies of CVs for the delivery individual/team and two references for relevant previous projects
4. Include a detailed budget, complete with a schedule of charges (estimated number of days). The total fixed price will be exclusive of VAT and inclusive of expenses and all costs to be incurred.

Return of tender

You must complete and submit your tender response/proposal electronically to bridge@nnfestival.org.uk by **9am Monday 27th July 2020**.

If you would like to discuss this tender please contact Michael Corley, Head of Bridge on 07969 843 566.

Module code: MOD001307	Version: 4 Date Amended: 19/Feb/2020		
1. Module Title			
Work Based Learning 2 - Professional Practice			
2a. Module Leader			
Mallika Kanyal			
2b. School			
School of Education and Social Care			
2c. Faculty			
Faculty of Health, Education, Medicine and Social Care			
3a. Level			
5			
3b. Module Type			
Standard (fine graded)			
4a. Credits			
30			
4b. Study Hours			
300			
5. Restrictions			
Type	Module Code	Module Name	Condition
Pre-requisites:	None		
Co-requisites:	None		
Exclusions:	None		
Courses to which this module is restricted:	None		

LEARNING, TEACHING AND ASSESSMENT INFORMATION

6a. Module Description

Building on the experience of Work Based Learning 1, students will be encouraged to continue exploring their professional/occupational practice, along the strands developed previously, as a source of learning. In this module, students will be expected to demonstrate greater degree of autonomy in management of their learning and ability to analyse and evaluate both information and argument. Students will be required to apply theory to practice. As part of the module, students will devise a suitable programme of work-based activities intended to develop both practical competence and understanding of the principles that underpin such practice. Students will be required to propose a plan of work and rationale showing that they have made informed decisions about their intended learning. Students will be responsible for maintaining effective communication with both their identified Mentor/Key Worker in the work-place and their Supervising Tutor.

Having planned, agreed, implemented, completed and presented the project report, students will critically appraise the learning gained against appropriate professional and academic targets. Throughout the module, students will develop both specific skills relating to their role within their organisation and the transferable skills of planning, negotiation, record-keeping, self-evaluation and reflection. This module can be delivered in a variety of modes: Blended or fully online. Students need to submit an electronic portfolio (patchwork text) for assessment. All key resources will be available online. In addition, many key resources will be work context specific and defined during the planning of the learning activities, with the support of the tutor.

Patchwork text will be based on (a) the theoretical account of student's work, (b) the plan of work that the student develops with the help of mentor and supervising tutor and (c) presentation, to allow students to share the findings of their work with a wider audience. There will be opportunities for peer and tutor formative feedback for patches and presentation work. All patches are submitted together as one e-portfolio, including findings of project work. Assessment, therefore, will be in the form of an Electronic Portfolio.

6b. Outline Content

Planning to include consideration of how the following elements are dealt with in the work setting: - Project/ task planning - Action enquiry - Effective team working - Review and development of own professional/occupational practice and academic learning activities – Analysis of practice based evidence

- Self-appraisal and critical reflection.

6c. Key Texts/Literature

The reading list to support this module is available at: <http://readinglists.anglia.ac.uk/modules/mod001307>

6d. Specialist Learning Resources

Access to professional workplace in either formal or informal capacity.

7. Learning Outcomes (threshold standards)

No.	Type	On successful completion of this module the student will be expected to be able to:
1	Knowledge and Understanding	Review and discuss research and literature surrounding your chosen area of professional investigation and its influence on the design of your work-based project.
2	Intellectual, practical, affective and transferrable skills	Construct an appropriate plan of work and evaluate it regularly.
3	Intellectual, practical, affective and transferrable skills	Discuss and negotiate the work to be undertaken with the support of the tutor/mentor/employer.
4	Intellectual, practical, affective and transferrable skills	Evidence and evaluate the embedding of theory in practice, through critical reflection.

8a. Module Occurrence to which this MDF Refers

Year	Occurrence	Period	Location	Mode of Delivery
2020/1	B01CHE	Trimester 2	ARU Chelmsford Campus	Blended

8b. Learning Activities for the above Module Occurrence

Learning Activities	Hours	Learning Outcomes	Details of Duration, frequency and other comments
Lectures	18	1-4	Blended: 6 x 3 hours campus based, 6 x 3 hours (equivalent) e-learning. Group and individual tutorials, workshops and seminars. Online discussions. Support of students to negotiate learning plan.
Other teacher managed learning	30	1-4	Blended: 6 x 3 hours campus based, 6 x 3 hours (equivalent) e-learning. Group and individual tutorials, workshops and seminars. Online discussions. Support of students to negotiate learning plan.
Student managed learning	252	1-4	Participate in online learning community; Access e-learning materials; Produce electronic portfolio.
TOTAL:	300		

9. Assessment for the above Module Occurrence

Assessment No.	Assessment Method	Learning Outcomes	Weighting (%)	Fine Grade or Pass/Fail	Qualifying Mark (%)
010	Coursework	1-4	100 (%)	Fine Grade	30 (%)

Patchwork equivalent to 5000 words. Details of the structure and content to be determined by the module guide.

In order to pass this module, students are required to achieve an overall mark of 40%.

In addition, students are required to:

(a) achieve the qualifying mark for each element of fine graded assessment of as specified above

(b) pass any pass/fail elements