Professional Enrichment Programme 2026-27

Programme information for UK teachers visiting German schools

This programme provides qualified UK teachers of any subject and school type with the opportunity to visit a German school in-person for one or two weeks during the academic year of 2026-27.

Aims

The aims of this programme are:

- to **enrich the whole school curriculum** and enhance the school's international dimension through bilateral networking opportunities within all subject areas
- facilitate **professional development** in an intercultural context through **sharing good practice** in teaching and learning in the classroom and beyond
- to create **learning benefits** for pupils and the whole school community
- to engage in professional dialogue with **international colleagues**
- to bring **British culture and the English language** to life in a German setting
- to gain an **insight into the German education system** and current issues affecting German schools
- for teachers of German, the opportunity to further develop practical **language skills**
- **to strengthen UK-German relations in education** and **facilitate contact** and links between schools and teachers in both countries

Participation and timing

Who can take part in the programme?

The programme is open to qualified UK teachers of any subject and school type and with at least three years of teaching experience in the UK. Teachers do not have to be able to speak German. Teachers can either be matched (based on information provided on the application form) with a host school in Germany or visit a school that is known to them and has agreed to host them. Although return visits are encouraged, there is no expectation to host a German teacher in return.

Please note: Teachers taking part in this programme will need a valid criminal record certificate (DBS, PVG or AccessNI check).

Timing of the visit

Visits have to take place in German term time and timings can be arranged flexibly within the school year 2026-27. Visits take place for either one or two weeks and participants are expected to attend school every day. The minimum time commitment for taking part in the programme is one week, ie five full working days.

The exact timing of the visit should be agreed between the UK teacher and the German host school. The finalised dates need to be confirmed with UK-German Connection as soon as they have been agreed.

Programme arrangements

Preparation for the visit

The UK teacher should be in regular contact with the coordinating teacher at the German host school before the visit takes place to discuss activities during the visit, accommodation and other logistical arrangements, as well as any school policies relevant to the visit. A draft timetable of the visitor's activities should also be drawn up so that both parties can prepare for the visit. It is also important to discuss each other's expectations and aspired outcome of the visit.

Expected activities during the visit

Visiting teachers should develop an itinerary of their visit together and mutually agreed with the host school. In order for the visit to be successful, the itinerary should include the following:

- **time spent at school (daily)**, including classroom observation, assisting with teaching if applicable, taking part in school community events; if possible, a meeting with the headteacher should also be arranged.
- intercultural **workshops with pupils** about mutually agreed topics
- **professional dialogue** with colleagues about current educational topics
- specific **professional development activities** tailored to your needs (please outline them in the application form)
- developing and/or sharing **resources**
- a visit to another school local to the host school to get an insight into a **different type of school** (if appropriate)
- if applicable, discussing **future joint activities**, eg continuous professional exchange or joint projects involving pupils
- joint **reflection and evaluation** of the visit.

There should also be plans in place to **apply your learning and share your insights** within your wider school community upon your return.

Accommodation

Visiting teachers either stay in a host family or a local hotel or B&B (*Pension*). If staying in a host family (preferably the family of a member of staff at the school) as a paying guest, the visiting teacher normally pays the host family €200 per week for board and lodging. Payment is made directly by the visiting teacher, and it is important that, before the visit, both sides discuss and are clear on how this will be dealt with. Where accommodation in a host family is not possible, teachers may be accommodated in a local hotel or B&B (*Pension*). Teachers may not be accompanied by friends/family.

Financial arrangements

A grant of up to £1,000 will be available covering up to 75% of the participating teacher's total eligible costs, such as travel, accommodation, insurance and supply teacher cover. The grant can include up to 60% of supply cover costs, if applicable.

Applicants will need to provide a brief costings sheet. Once both the application and costings sheet have been approved, and an itinerary has been shared, the school will receive a grant agreement. This will need to be signed by the headteacher or another senior colleague with the authority to sign.

The grant will be paid to the school in two instalments.

Post-visit reporting

Teachers will be required to provide an evaluation and a financial reconciliation after their visit. UK-German Connection may ask to make use of (anonymised) written accounts and images for showcasing the programme to prospective participants and reports to stakeholders.

Travel and insurance

UK teachers will need a valid passport to travel to Germany. There is no visa required, unless the participant doesn't hold British or EU citizenship. Participants make their own travel arrangements to and from Germany.

Participants are responsible for their own insurance cover. Participants will need a UK European Health Insurance Card (EHIC) or UK Global Health Insurance Card (GHIC) to access medically necessary state-provided healthcare during their stay in Germany. It is recommended for participants to take out travel insurance for the journey and the duration of the stay as the EHIC/GHIC card is not a substitute for travel insurance. Liability insurance may be needed but should be discussed with the host school in Germany prior to the visit.

Procedures, timeline and support

Submitting an application

UK teachers interested in taking part in this programme submit an online application form and a (draft) costings sheet. Both the link to the application form and the costings sheet can be accessed at: https://ukgermanconnection.org/pp/programmes/professional-enrichment-programme/ The costings sheet will need to be downloaded, completed and sent to cpd@ukgermanconnection.org.

Headteacher's approval

The Professional Enrichment Programme **must take place within the framework of a UK school**; visits will need to be approved by the headteacher and outcomes shared with the school. The application must have the headteacher's approval, which needs to be confirmed on the application form.

Matching

Teachers who are **not already in contact** with a German school will be matched with a German school by UK-German Connection and our colleagues in Germany. The matching will take into account the teacher's profile, their school's context and stated preferences as much as possible. However, an exact match is not always possible.

Where **prior contact** exists, the German host school will need to be aware and in support of the UK teacher's plans to visit before an application is submitted. The German host school will need to contact the German office of UK-German Connection by email to ukgc_hospitationen@kmk.org. (For your information: The German host school will then be sent a registration form, which they need to complete and return together with a confirmation of the headteacher. As a final step, the education authority of the responsible federal state (*Bundesland*) in Germany will then need to give their approval.)

UK teachers are encouraged to participate in this programme within the framework of an existing school partnership, however, a school partnership is not a requirement for taking part in this programme. The visit can provide a useful basis for starting a partnership if this is of interest to both schools, however, this is not a mandatory part of the programme.

Timeline

Application deadlines for visits in 2026-27:

- **5 June 2026** for visits in the autumn/spring/summer term,
- **25 September 2026** for visits in the spring/summer term, or
- **11 December 2026** for visits in the summer term.

Next steps

- ✓ **Application and costings sheet**
  Complete the application form (interactive PDF) and send together with your completed costings sheet to cpd@ukgermanconnection.org before the application deadline copying your headteacher and finance department. A blank costings sheet can be downloaded from the programme webpage: https://ukgermanconnection.org/pp/programmes/professional-enrichment-programme/
- ✓ **Application development**
  After assessment of your application, you may be asked to develop your application further and to provide more information related to your planned activities, outcomes and post-visit outreach at your school.
- ✓ **Approval and sharing host school's details**
  Once your application has been approved and a German host school has been identified, we will let you know and provide relevant contact details, unless you already are in contact with a host school in Germany.
- ✓ **Itinerary**
  Liaise with your host school to discuss an itinerary for your visit and share with UK-German Connection before your visit (please see 'Expected activities during the visit' above for guidance).
- ✓ **Grant agreement**
  Once your application and costings sheet have been approved, and you have shared your itinerary we will send your school the grant agreement. The grant agreement will need to be signed by your headteacher or another senior colleague with the authority to sign on behalf of your school.
- ✓ **Grant payment** (1st instalment)
- ✓ **Your visit takes place**
- ✓ **Evaluation and reconciliation** (within 4 weeks after the visit)
- ✓ **Grant payment** (2nd instalment)

Contact

For further information, including dates for Q&A webinars and details about the application process, please visit https://ukgermanconnection.org/pp/programmes/professional-enrichment-programme/ or email cpd@ukgermanconnection.org. Please also email us if you wish to arrange a phone call.

Please note that UK-German Connection is now hosted by the British Council as its accountable organisation.