

# Teaching guide

## IDENTIFICATION DETAILS

|                                      |                                                        |               |      |
|--------------------------------------|--------------------------------------------------------|---------------|------|
| Academic year:                       | 2025-2026                                              |               |      |
| Degree:                              | University Master's Degree in Bilingual Education      |               |      |
| Scope                                | Educational sciences                                   |               |      |
| Faculty/School:                      | Postgraduate and Lifelong Learning School              |               |      |
| Course:                              | ORGANIZATION AND FEATURES OF SPANISH BILINGUAL SCHOOLS |               |      |
| Type:                                | Compulsory                                             | ECTS credits: | 4    |
| Year:                                | 1                                                      | Code:         | 8363 |
| Teaching period:                     | First semester                                         |               |      |
| Subject:                             | The Bilingual Schools/Bilingual Schools Center         |               |      |
| Module:                              |                                                        |               |      |
| Teaching type:                       | Virtual                                                |               |      |
| Language:                            | English                                                |               |      |
| Total number of student study hours: | 100                                                    |               |      |
| Teaching staff                       | E-mail                                                 |               |      |
| Amelia Serraller Calvo               | amelia.serraller@ufv.es                                |               |      |

## SUBJECT DESCRIPTION

In the subject "Organization and features of Spanish bilingual schools" we will analyze the general organization of bilingual schools in Spain, including both theoretical and practical aspects, so students can achieve an extensive knowledge about the current legislation as well as the reality they will face in a bilingual school.

The most important reflection is to show students how to lead and teach in a bilingual program school in a successful way, which therefore consists of dealing with foreign language assistants, how to be a bilingual coordinator, attending and planning bilingual meetings, arranging external assessment, dealing with families and colleagues...

## **GOAL**

To achieve real knowledge, both theoretical and practical, about bilingual programs in Spain.  
To be acquainted with the organization, the functioning and the main characteristics of bilingual schools, such as foreign language assistants, how to be a bilingual coordinator, attending and planning bilingual meetings, arranging external assessment, dealing with families and colleagues...

## **PRIOR KNOWLEDGE**

No specific theoretical requirements for this course. Good command of English is expected

## **COURSE SYLLABUS**

1. Organization and management of bilingual schools.
  - 1.1 Coordination of the bilingual program.
  - 1.2 Meetings of bilingual coordination.
2. Language assistants: functions, timetables and linguistic contributions
  - 2.1 Foreign language assistants.
  - 2.2 Functions, Timetables and Main Linguistic Contributions.
3. Bilingual education community
  - 3.1 Aspects to work with families
  - 3.2 Reflection on the bilingual teaching practice
4. Bilingual schools.
  - 4.1 Students with specific learning needs in bilingual centers
  - 4.2 Teaching practices adapted to different learning rhythms

## **EDUCATION ACTIVITIES**

The subject is developed with distance methodology through the Virtual Classroom where the student will have:

- Synchronous online classes taught by the teacher in which theoretical and practical aspects will be worked on in which the student can participate during them.
- In them the contents will be reviewed and the student's doubts will be answered live. These classes will be recorded on the platform.
- Tutorials to resolve doubts.
- Study material for the required reading subject: Teaching units, presentations with the summary of the classes and other material selected by the teacher (articles, videos and audios).
- Work and activities to be carried out by the student and debate and participation forums that aim to deepen the subject.

## DISTRIBUTION OF WORK TIME

| TEACHER-LED TRAINING ACTIVITIES | INDIVIDUAL WORK |
|---------------------------------|-----------------|
| 6 Hours                         | 94 Hours        |

## LEARNING RESULTS

Critically review the organization and organization of bilingual English-Spanish schools at the different levels of compulsory education in Spain.

Analyze, in a diachronic way, educational responses to social multilingualism, as well as its social and legislative treatment in different societies.

Analyze examples of effectiveness and failure in the application of the curriculum, selecting the characteristics that must be observed for good teaching practice.

## SPECIFIC LEARNING RESULTS

To critically create and assess the appropriateness of new educational resources based on the extent to which cultural awareness is promoted in intercultural contexts beyond language learning.

To foster critical awareness of the different areas that are affected in the learning process of our potential students as well as our own teaching practice (including cognitive, emotional and behavioral spheres) when acquiring intercultural competence in bilingual environments.

To promote creativity and insight based on our own self-awareness as teachers, including the reduction of our own stereotypes and prejudices in intercultural contexts as a way to enhance and celebrate diversity and equality in education by improving the way we communicate and behave with our students in respectful and enriching learning spaces.

## LEARNING APPRAISAL SYSTEM

### ORDINARY CALL EXAM.

EXAM. Multiple choice test 50% (5 points).

- It will be necessary to take the exam to pass the subject.

ACTIVITIES. Works with theoretical and practical questions: 40% (4 points).

- Activity 1:2 points
- Activity 2:2 points

PARTICIPATION. Active participation: 10% (1 point). Forums: 0.5 points

- Forum 1:0.25 points
- Forum 2:0.25 points

- The comment to each of the forums must contain between 60 and 120 words to be taken into account. Class participation: 0.5 points Participation will be valued through proactive participation in the class sessions.

PARTICIPATION CAN NEVER BE EVALUATED BY THE CONNECTION TO THE CLASS SESSIONS, but the students must participate in them and justify it by means of a screenshot that they must upload to the platform. Those students who cannot connect to the class sessions will have the possibility to visualize the session and make a SUMMARY to obtain that participation note.

- The summary must contain between 120 and 240 words, summarize the content of the class session and the practical activities carried out.

EXTRAORDINARY CALL EXAM. Multiple choice test 50% (5 points).

- It will be necessary to take the exam to pass the subject.

ACTIVITIES. Works with theoretical and practical questions: 40% (4 points).

- Activity 1:2 points
- Activity 2:2 points

PARTICIPATION. Active participation: 10% (1 point). Forums: 0.5 points

- Forum 1:0.25 points
- Forum 2:0.25 points

- The comment to each of the forums must contain between 60 and 120 words to be taken into account.

Attendance and participation: it is necessary to carry out the attendance and participation in the class sessions in the ordinary call in order to obtain this score. It will not be possible to get the score for class attendance and participation if it is not done during the ordinary call.

SECOND AND FOLLOWING CALLS. For these students, the ordinary and extraordinary call system will remain the same.

ADDITIONAL INFORMATION DELIVERY OF ACTIVITIES. The student must deliver the exercises on the date and channels indicated. The student is responsible for being aware of the Virtual Classroom to check these deliveries and deadlines. The work will be delivered on the date indicated by the teacher, in PDF format, in the space designated for this purpose in the Virtual Classroom of the subject, not being the teacher's responsibility that the Virtual Classroom system collapses minutes before delivery. Delivery of activities will not be accepted by email to the teacher. All those works presented out of date or by other means will count as not presented works. EVALUATION REGULATIONS All the tests that can be evaluated will be subject to what is established in the UFV Graduate School and Permanent Training Evaluation Regulations and the University's Coexistence Regulations. Plagiarism behaviors, as well as the use of illegitimate means in the assessment tests, will be sanctioned in accordance with what is established in these regulations. Teachers have at their disposal an anti-plagiarism computer tool that they can use as they deem necessary. The student will be obliged to accept the permissions for the use of the tool in order for that activity to be qualified. The use of artificial intelligence to perform any of the requested deliveries that are part of the evaluation system is not allowed.

**SCORES** The final grade will be based on a total score of 10 points obtained by the student, according to the following scale: Failure (suspended): 0-4.99/Pass (approved): 5-6.99/Remarkable (notable): 7-8.99/Excellent (outstanding): 9-10 and Matriculation of Honor (enrollment of honor), which will imply having obtained outstanding, in addition to a special mention.

Those absences that are due, solely, to these three cases will be justified (requesting documentation for said justification):

- Writ of summons.
- Hospitalization.
- Death of direct family member.

## **ETHICAL AND RESPONSIBLE USE OF ARTIFICIAL INTELLIGENCE**

1.- The use of any Artificial Intelligence (AI) system or service shall be determined by the lecturer, and may only be used in the manner and under the conditions indicated by them. In all cases, its use must comply with the following principles:

- a) The use of AI systems or services must be accompanied by critical reflection on the part of the student regarding their impact and/or limitations in the development of the assigned task or project.
- b) The selection of AI systems or services must be justified, explaining their advantages over other tools or methods of obtaining information. The chosen model and the version of AI used must be described in as much detail as possible.
- c) The student must appropriately cite the use of AI systems or services, specifying the parts of the work where they were used and describing the creative process followed. The use of citation formats and usage examples may be consulted on the Library website([https://www.ufv.es/gestion-de-la-informacion\\_biblioteca/](https://www.ufv.es/gestion-de-la-informacion_biblioteca/)).
- d) The results obtained through AI systems or services must always be verified. As the author, the student is responsible for their work and for the legitimacy of the sources used.

2.- In all cases, the use of AI systems or services must always respect the principles of responsible and ethical use upheld by the university, as outlined in the [Guide for the Responsible Use of Artificial Intelligence in Studies at UFV](#). Additionally, the lecturer may request other types of individual commitments from the student when deemed necessary.

3.- Without prejudice to the above, in cases of doubt regarding the ethical and responsible use of any AI system or service, the lecturer may require an oral presentation of any assignment or partial submission. This oral evaluation shall take precedence over any other form of assessment outlined in the Teaching Guide. In this oral defense, the student must demonstrate knowledge of the subject, justify their decisions, and explain the development of their work.

## **BIBLIOGRAPHY AND OTHER RESOURCES**

### **Basic**

Anne-Marie Truscott de Mejía ... [et al.]. Exploraciones sobre el aprendizaje de lenguas y contenidos en programas bilingües[recurso electrónico]una indagación en la escuela primaria / Bogotá :Universidad de los Andes,2012.

Derly Sukva Wayuu-epiyuu. La formación permanente de docentes para la educación intercultural bilingüe en la escuela básica nacional de Venezuela[recurso electrónico] La Habana :Editorial Universitaria,2012.

Isabel García Falcón. Nueva metodología para la enseñanza del inglés en las escuelas bilingües / Madrid :Bubok Publishing,2016.

Medardo Tapia Uribe. La construcción de los caminos a la secundaria desde una escuela bilingüe y bicultural de Yucatán / México, D.F. :Centro de Estudios Educativos,2002.

Colin Baker. Foundations of Bilingual Education and Bilingualism / Bristol :Multilingual Matters,2011.

edited by Jo Arthur Shoba and Feliciano Chimbutane. Bilingual education and language policy in the global south / New York :Routledge,2013.

edited by Juan de Dios Martinez Agudo. Teaching and learning English through bilingual education / Newcastle upon Tyne, UK :Cambridge Scholars Publishing,c2012.

Geri Smyth. Helping bilingual pupils to access the curriculum / London :David Fulton,2003.

## **Additional**

[edited by] Sharon Verner Chappell and Christian J. Faltis. The arts and emergent bilingual youth :building culturally responsive, critical, and creative education in school and community contexts / New York :Routledge,2013.

Annette M.B. de Groot. Language and cognition in bilinguals and multilinguals :an introduction / 2011.

Antonio Ortiz Calvo. Physical education in bilingual projects :1st Cycle = Educación física en proyectos bilingües : primer ciclo / Barcelona :INDE,2021.

Bertha Pérez. Becoming biliterate [electronic resource] :]a study of two-way bilingual immersion education / Mahwah, N.J. :L. Erlbaum Associates,2004.

edited by M. Teresa Calderón-Quindós, Natalia Barranco-Izquierdo and Tina Eisenrich. The manifold nature of bilingual education / Newcastle upon Tyne, England :Cambridge Scholars Publishing,2020.

edited by Susann Fischer, Tanja Kupisch and Esther Rinke. Definiteness effects :bilingual, typological and diachronic variation / 2016.

Lulia Vescan (editor). Spanish vs. American :perspectives on bilingual education / Alcalá de Henares :Servicio de Publicaciones. Universidad de Alcalá,[2015]

María Estela Brisk. Bilingual education [electronic resource] :]from compensatory to quality schooling / 2nd ed. Mahwah, N.J. :L. Erlbaum Associates, Publishers,2006.

Pamela Knight and Ruth Swanwick. Working with deaf children :sign bilingual policy into practice / 2002.