



A PRACTICAL GUIDE TO SCHOOL PARTNERSHIPS



Advice on starting, developing, and sustaining a school partnership between Scotland and Malawi

This is the 4 th edition of the Practical Guide to Partnerships, designed to be used in schools and settings in Scotland and Malawi. This edition builds on the brilliant work in previous versions by many parties across the two nations.
This edition was co-designed by the SMP and MaSP teams with help from teachers and education
practitioners in Scotland and Malawi.
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THE BENEFITS OF SCHOOL PARTNERSHIPS GO FAR BEYOND INDIVIDUAL TEACHERS AND STUDENTS; THEY ALLOW SCHOOL COMMUNITIES IN BOTH SCOTLAND AND MALAWI TO LEARN FROM AND UNDERSTAND OTHER CULTURES BETTER AND FEEL CONNECTED IN OUR GLOBAL SOCIETY.

1. SUPPORT FOR YOUR PARTNERSHIP

Scotland Malawi Partnership

The SMP is here to take you from day one of your partnership - we can offer support to find you a partner, help you get set up and build a partnership agreement, talk to staff and pupils in school about Malawi and the history between our two countries as well as discussing what partnership looks like. The SMP also offers opportunities and events to let you connect with our teachers and schools with partnerships. Our Schools' Forums are a chance to hear from local organisations that can support your partnership as well as a chance to network with local teachers to find out what they're getting up to in their partnerships and share insights into experiences, challenges and learning. Our website and bulletins are great places to see what's on offer within the Partnership as well.

Malawi Scotland Partnership

The Malawi Scotland Partnership is the SMP's sister organisation based in Malawi. MaSP offers support to schools in much the same way the SMP does. Both organisations work closely together and this allows us to support schools on both sides of partnerships. MaSP offers brokering support for partnerships, workshops on the Partnership Principles, and a direct line between the two countries if communication becomes an issue.

IDEAS

The International Development Education Association of Scotland (IDEAS) is a network made up of organisations from across Scotland that support global learning in schools and communities. It includes all of the Development Education Centres, and various other charities and organisations (including the SMP) that offer support to schools and communities with their global learning, global citizenship, and Learning for Sustainability needs. There's a lot of helpful advice on their website, and if you're not sure where your local Development Education Centre is, this is a great place to start. http://www.ideas-forum.org.uk/

Contact details for all organisations can be found in Appendix 3.

2. STARTING A PARTNERSHIP

Starting up a school partnership can feel like a bit of a daunting task but broken down into some practical steps it is achievable.

It's vital at the beginning of any new initiative to ask the question "why?" – it is important a link is not created for the sake of it. Spending some time thinking about the "why" will really help later as you begin to plan the "how" and "what." It will also give you a good answer for those in your school or community who might need a bit of convincing about why they should get involved.

Check out the Oxfam and RISC (Reading International Solidarity Centre) guides to school partnerships for some of the key benefits of setting up an international partnership. These should give you a good starting point!

https://www.oxfam.org.uk/education/resources/building-successful-school-partnerships

https://www.risc.org.uk/images/education/resources/resource-from-linking-to-partnership.pdf





BACKGROUND

Alongside thinking about your reasons for setting up a partnership, it's useful to do a bit of background research to help inform your thinking. There's masses of information available online so it could be a good idea to start with things like the education system in Malawi and Scotland and looking a little into the culture, society and economy to understand that context of your partnership.

Mutual understanding and respect are the bedrock of a strong partnership.

Joining the SMP or MaSP is a great place to start and is free for schools.

https://www.scotland-malawipartnership.org/register/

http://www.malawiscotlandpartnership.org/index.php/our-membership/become-a-member/

PARTNERSHIP WORKING GROUP



Often it's one keen person in a school who will get a partnership off the ground. This is no bad thing as that enthusiasm can be infectious! Think about including school leadership, other teachers, parents/guardians, pupils and getting the wider school community on board as well. This will help with the sustainability of the partnership and make sure that it reflects the school's community as a whole. It also allows the partnership to draw on the broad experience of people across the community.

This group will determine and monitor the objectives and activities of the partnership. Practically, it might be helpful to identify a coordinator in the group who will help keep the group on track.

Working as a group towards starting a partnership, it can be useful to think of how the group will work together and with the partner school. Something like the Partnership Principles can be a helpful place to start.

THE PARTNERSHIP PRINCIPLES

The Partnership Principles were established through a consultation with people working between Scotland and Malawi and so directly reflect the ethos of our partnership. They allow groups to reflect critically and thoughtfully on how they are working to help partnerships flourish in a spirit of mutual respect and dignified understanding.

Use the Partnership Principles worksheet in <u>Appendix 1</u> to start reflecting on some of the basic ideas behind a partnership.

Keep the reflections simple to begin with and have an honest discussion about how to ensure they're being used at every step of the process.



Get in touch with the Scotland Malawi Partnership and MaSP teams if you have any questions or are looking for further guidance on how to use the Principles.





3. BROKERING A PARTNERSHIP

There are two main ways of doing this:

- Sign your school up as a member with the SMP or MaSP and contact Gemma (SMP) or Ruth (MaSP) to ask about establishing a partnership. Gemma or Ruth will ask you to fill in a quick profile about your school and will have a chat with you about why you're looking to set up a partnership. This is where your previous planning with the wider school community comes into play.
- Visit the British Council Connecting Classrooms through Global Learning website to request an international partnership.
 - o https://connecting-classrooms.britishcouncil.org/partner-with-schools/find-partner

4. ESTABLISHING A PARTNERSHIP

Once your partnership has been established, you can start talking about your shared goals.

We recognize that even with the strong intention of developing a partnership based solely on educational and developmental outcomes, it's often impossible to ignore the radical inequalities that exist between the two sides of partnership. While remarkably resilient, too many Malawians live in a state of abject poverty. In this context, it is not uncommon for a Scottish school to receive requests for material assistance from their Malawian partner.

Providing support in material ways can be helpful and much appreciated but we recommend that fund-raising and material aid are not the sole reason for a school partnership. If a project is to be undertaken, it should be done as a partnership, i.e. one that will have positive learning and teaching outcomes on both sides of the partnership. It's important to consider the educational impact of any potential funding or aid projects in this kind of joint work.

Money can easily distort a partnership or relationship between schools, and although it can be a difficult subject to broach with a new partner, it's important for both sides to be open and honest about what they actually want to get out of the partnership. Overall, it is very important and key to manage expectations, and carefully indicate or decide why you want to start a school partnership in the first place.

The SMP and MaSP work closely together to work in the background with schools to establish joint goals that will benefit both sides and create equitable partnerships.

CREATING A PARTNERSHIP AGREEMENT

Once you have a partner school it is advisable to make contact and suggest developing a "partnership agreement". This is a document set out by both schools, after discussion of the objectives of the partnership, which outlines the activities in which the schools might engage (such as letter writing, joint enterprise or joint projects). It should also include a realistic schedule and timescale, what means of communication will be used, what roles and responsibilities the teachers will have and how outcomes might be measured.

It could be useful to use the Partnership Principles throughout the process as well as a common point between the two schools. By using the Principles, hopefully both schools can have realistic expectations of what the partnership is about.

See some examples of partnership agreements in Appendix 2.

PROMOTING YOUR PARTNERSHIP

Celebrate the beginning of your partnership by letting your school community know about it! You may be surprised by who else wants to get involved!





In Malawi, it's a good idea to let your local Education Advisors and Managers know that you've started a partnership. This will help your school to get support and to connect with other schools in the area with similar partnerships. By building these connections, you'll find more opportunities arise for your partnership. MaSP will be able to help your school with this, as well as the SMP being able to support Scottish schools to connect with the network of members involved with work in the same area.

You could host an event or series of events to launch the partnership, raising awareness throughout the school and community and highlighting the projects the school will be embarking on.

Case Study: Ninewells Community Garden launches new Malawi plot

In May 2019, a group of students from Dundee University's Medical school worked with trustees of the Ninewells Community Garden to launch a new Malawi plot. They also invited pupils from three local primary schools to take part in the day and to present gifts for their newly chosen partner schools in Malawi.

"Personally, I learnt how inclusive the partnership is. I learnt that we can support the partnership by building sustainable, compassionate and global minded communities right here in Scotland."

Mary Colvin, trustee of Ninewells Community Garden









Find out more about the event on the SMP website here:

https://www.scotland-malawipartnership.org/news-events/all-news/new-malawi-garden-opens-in-dundee/

5. DEVELOPING YOUR PARTNERSHIP

COMMUNICATION

This can pose a challenge as you will be communicating between two continents! Be prepared for slow replies, misunderstandings and gaps in communications. One easy solution is to use something like WhatsApp which is popular in both countries. Power cuts are common place in Malawi so access to internet and emails can be sporadic. However, most of Malawi now has very good mobile coverage meaning that most communication is done through phones. It's also a nice easy way to share daily life as well as photos and videos.

Be patient when it comes to communication and use the SMP and MaSP for updates if you run into issues. It is advisable to have a team that will do follow-ups on communications to not leave anyone behind. This is mostly important in cases of transfers of teachers which can happen quite regularly in Malawian schools. Another good tip is to setup a partnership email in both schools that can be accessed by multiple staff members rather than relying on the personal email address of one teacher.







CURRICULUMS

The possibilities are endless, particularly given the importance attributed to global citizenship, active learning and the flexibility factor within the Scottish "Curriculum for Excellence". By focusing on the educational benefits of your partnership, the relationship between schools is more egalitarian and therefore more likely to endure.

Interdisciplinary projects and the Health and Well-Being curriculum lend themselves admirably to comparative studies such as lifestyle, cultural practices, sustainability, and governance.

Sharing your curriculums is one of the easiest ways to move a partnership forward by finding common areas to work on. This could be in the form of a joint project or it could be as simple as sharing different approaches to the same topic. Think about using the link creatively to enrich the work you're doing in class.

Have a look at the Connecting Classrooms through Global Learning website for some joint project ideas: https://connecting-classrooms.britishcouncil.org/classroom-resources/collaborative-template

Download a collaborative template

These classroom template projects give you a framework to run a collaborative, pupilfocused programme of work related to global themes as part of your Connecting
Classrooms learning journey.

Taken from the British founcil Connecting
Classrooms website

SHARED ACTIVISM & FUNDRAISING

Discussing fundraising with your partner school requires clear and open communication. It's key to know that everyone is being up front about their expectations.

Generally, it's good to keep fundraising in line with the learning and teaching outcomes. What will be of most use to both sides of the partnership and help move the partnership closer to its goals and outcomes for learners and teachers?



Tying fundraising into outcomes for pupils is a great way to make sure everyone is benefitting from the experience. Fundraising can also be tied into topics like activism and looking at the Sustainable Development Goals. Get pupils involved in the whole process: why do we need to raise money? What's the best way of doing it? What are some of the issues involved? How do we ensure this money is used in a responsible and sustainable way?

The SMP and MaSP teams will be happy to put you in touch with other schools if you're looking for advice or experience of fundraising for a partnership.

FUNDING & FURTHER SUPPORT

Funding is key if you're looking to include visits as part of your partnership. A good place to start is with the British Council's Connecting Classrooms programme. The new iteration of the programme can support partners to make reciprocal visits between Scotland and Malawi.





Scottish schools can apply as a single school with a link or, even better, look at creating a cluster with other schools. You can see more details about how to do this here but it means that your cluster can apply for even more funding to support partnerships, as well as giving you access to training and further support.

https://connecting-classrooms.britishcouncil.org/apply-for-funding/cluster

The SMP and MaSP hold regular events where teachers and other members of partnership communities can come together to share expertise and to learn more about new resources and opportunities that are available in Malawi and Scotland. These include things like continual professional development (CPD) and training available from organisations like the Development Education Centres.



If a Scottish school is taking part in award schemes such as EcoSchools, Rights Respecting Schools or the International School Award, speak to those organisations about how your school partnership can feed into the awards.

COMMUNITY

Getting the whole community involved in your partnership is a really effective way of sharing ownership of your link and guaranteeing the sustainability of such a link. A good way to do this is to plan engagement events. Perhaps host an open day at your school where parents, local councillors, your MP, or local officials can come along and hear about what your pupils have been learning about Scotland or Malawi.

Case Study - St Roch's Secondary School, Glasgow

In June 2019, St Roch's held a Malawi Day in school to celebrate their links to the Catholic Institute Community Day school in Blantyre, Malawi. The event included members from local organisations that had partnerships in Malawi so pupils from the school could find out more about the wider links in Scotland to Malawi. Link teacher at St Roch's, Terry Strain said:

"Everything went really well and I think it's something we will try to run each year."













Find out more about the event on the SMP website here:

https://www.scotland-malawipartnership.org/news-events/past-events/st-rochs-secondary-school-malawi-day/

6. VISITS

WHY ORGANISE A VISIT?

A successful visit can build effective working relationships and lay the foundations for long-term, joint global education work. However, it is also helpful to reflect on the cost-benefit of the visit, and consider whether a fundraising effort for your partner school might also benefit your partner school, and their pupils, more than a visit.

There are a lot of different companies now offering tailored services for organising school trips to Malawi. The SMP and MaSP have worked closely with Orbis Expeditions, the Responsible Safari Company and STA Travel over recent years. You can find more details about these companies at the back of the guide. Feel free to get in touch with the SMP and MaSP teams to discuss a trip.

RECIPROCAL VISITS

Reciprocal visits with your partner school can greatly strengthen understanding within a partnership and also aid the personal development of both teachers and pupils. Several points that are worth considering and discussing in your partnership are:

- The aims and impact of the visits what would both parties want to get out of the visits and do these align? What impact will this visit have on those involved and the wider communities?
- The cost of the visits this can obviously be a limiting factor so it's good to discuss this openly at the very beginning of planning.
- Planning and timelines set a clear timeline with deadlines for certain parts of the preparation (e.g. applying for visas).
- Preparing to receive/be visitors this could include having members of the Malawian/Scottish diaspora in your area visit your school to learn more about the other country.
- Involving learners preparing for a visit is a great way of giving learners a voice in the partnership and allowing them to share experiences like planning for fundraising events and promoting the partnership with Malawi or Scotland themed events.

As with any other part of your partnership, feel free to talk through any plans or queries with the MaSP or SMP teams. The teams will be more than happy to arrange for diaspora members to come to your school to speak and help prepare your group for a visit or trip.

7. SUSTAINING & REFLECTING ON A PARTNERSHIP









It will be important for both sides of the link to keep reviewing your partnership against your partnership agreement. Don't be afraid to ask the difficult questions and be prepared to have them asked of you. Use the Partnership Principles as a tool to keep these conversations open.

It's important to figure out what's working well, and what might need changing, or stopped altogether. There are ways of monitoring and evaluating your partnership that might not be as onerous as it sounds!

A good place to start is reflecting on your partnership agreement annually. This should be done by both schools, and then your reflections compared. You might want to discuss with your partner school as a way of measuring the "success" of your link:

- Pupil benefits
- Teacher benefits
- Community benefits

REVIEWING YOUR OBJECTIVES IN YOUR PARTNERSHIP AGREEMENT ANNUALLY

CPD and training is a great way to keep updating your knowledge and practice. The British Council's Connecting Classrooms through Global Learning programme has Scotland specific training available as well as offering training in Malawi to your partners.

The DECs also offer regular training sessions and courses to teachers across Scotland. Find out more on the IDEAS network website:

http://www.ideas-forum.org.uk/events

8. YOUNG PEOPLE'S VIEWS OF SCHOOL PARTNERSHIPS

Having a school partnership is an incredible experience to become a part of, it gives you endless opportunities such as personally forming close connections with inspiring and influential people. Being in a partnership you are not seen as an irresponsible child and your thoughts, opinions and values are all listened to and valued.

Anna from Penicuik

The relationship between Scotland and Malawi partnership has increased the knowledge of teachers which are improving through their studies which can assist young people to achieve their education.

Roureen from Mikombe

Through having a link with Malawi my confidence has grown vastly and now 6 years later I can say that because of my Malawi link I have addressed the President of Malawi and other government officials from both Scotland and Malawi. Furthermore, I am now making sure that I have a voice that is heard and make sure that I am also representing others all around the world who do not have the voice to speak up.

Rachel from Auchterarder

My school partnership with Namadzi CDSS in Malawi gave me the opportunity to travel to Malawi to meet and connect with the students and teachers and experience what life is like for them. It has also allowed me to build skills in communication, cooperation, and teamwork as these are vital for creating a strong partnership.

Sam from Penicuik

The benefits are that it (partnership) promotes unity between two nations, Malawi and Scotland and it reduces racism between the two countries.





9. APPENDICES

APPENDIX 1

Partnership Principles self-evaluation of our link between Scotland and Malawi

Planning and implementing together:

- Who was involved in the planning at each end? Are they still involved?
- Do you have a partnership agreement?

Appropriateness:

- How does it fit within local and governmental education priorities?
- How this partnership fit within local culture and customs at both ends?

Respect, trust and mutual understanding:

- How well do you know your partner school?
- How are you improving your knowledge and understanding of Scottish/Malawian life?

Transparency and Accountability:

- How do you share information about your partnership with others?

No one left behind:

- Who precisely is your partnership with?

Effectiveness:

- How do you know if your school partnership is working?
- How do you use your monitoring and evaluation to learn, and develop the partnership?

Reciprocity:

- What does each school contribute in the partnership?
- Who benefits from the partnership are they the same at both ends/balanced?

Sustainability:

- How can you be sure your partnership isn't creating dependencies?
- Is your partnership building capacity at both sides?

Do no Harm:

- What impact is your partnership having on...?
 - 1. The local economy?
 - 2. Gender equality?
 - 3. Food security?
 - 4. Local culture?
 - 5. Climate change?
 - 6. Democracy, governance and local planning?

Interconnectivity:

- How do you connect with what others are doing in the area of school partnering?
- How do you learn from others and share your experiences?

Parity (equality):

- How are each school and its community of children, parents and local residents treated through this partnership?
- What rights and responsibilities does each side have with regards to promoting UNCRC?





APPENDIX 2



School Partnership Agreement

Aims

- To build a long lasting partnership and friendship between our schools that helps both schools to learn about each other and our countries.
- To tell all pupils, staff, parents and other interested people about our partnership and to encourage people to become involved.
- To use what we learn about each other to help us to better understand the world.

Over the next 2 years we would like:

- Each class to send information to Corstorphine at least once a year. This information will be linked to one
 of our class topics.
- Each year to learn a little more about the similarities and differences young people in Mzuzu and Edinburgh
 experience.
- To learn some games, dances and songs from each other's country.
- . To have staff from each school visit each other's school.

Eventually we hope that:

- · More of our school projects will have information about how we can keep our world healthy and safe.
- · We have more projects that we have planned with the staff and pupils from Corstorphine.
- · We are able to take more people to visit Corstorphine, perhaps even pupils and parents.

Image 1 – Viyele and Corstorphine schools' partnership agreement





PARTNERSHIP AGREEMENT

Stenhouse Primary School, Edinburgh, Scotland Embangweni CCAP Primary School Mzimba South, Malawi

Aims:

- to develop and sustain a partnership between both schools which is equitybased, educational and mutually beneficial
- to engage pupils, staff, parents and the wider community in the partnership
- to plan and develop the global dimension in each school by learning from and about one another.

Objectives (long-term)

- to embed the global dimension in the school's curriculum with explicit reference to key concepts of social justice, interdependence, globalisation and sustainable development
- to develop interdisciplinary topics which use the context of Embangweni, Malawi and Africa, to support the teaching and learning of the above.
- to arrange continuous professional development for the staff of both schools, in areas of shared working.
- to share learning and teaching strategies which will support the needs of different types of learners in each school.
 - to establish an enterprising culture amongst the staff and pupils of each school.
 - to share knowledge of culture and life-style in each country.
 - to develop an awareness of attitudes towards equal opportunities in each country.

Objectives (short-term)

to sustain at least 3 exchanges of letters between each school's letter writing groups every school session

- to undertake reciprocal visits of staff
 - to undertake a joint eco topic which exemplifies types of waste and how we re-use it, in each country.
 - to audit existing practice in international education in both schools.
 - to plan for the global dimension to be embedded within on-going curricular work in both establishments.

The agreement will be reviewed annually.

Marlene Galashan Head Teacher Stenhouse Primary School

11111

Alfred Manyetha Head Teacher Embangweni CCAP Primary School

Image 2 – Stenhouse and Embangweni Schools' Partnership agreement





APPENDIX 3

List of resources/organisations with contact details:

Name of Organisation	Website	Email
Aberdeen for a Fairer World	https://afairerworld.org.uk	montgomerydec@btconnect.com
British Council – Connecting Classrooms	http://learningforsustainabilityscotland.org/connectingclassrooms/	kirstenleask@lfsscotland.org
Classrooms for Malawi	http://www.classroomsformalawi.co.uk/	info@classroomsformalawi.org
Education Scotland	https://education.gov.scot/	enquiries@educationscotland.gov .scot
Highland One World	http://www.highlandoneworld.org.uk/	info@highlandoneworld.org.uk
Just Trading Scotland	https://www.jts.co.uk/	info@jts.co.uk
Learning for Sustainability Scotland	http://www.learningforsustainabilityscotland.org	enquiries@lfsscotland.org
Malawi Scotland Partnership	http://www.malawiscotlandpartnership.org/	info@malawiscotlandpartnership. org
Mary's Meals	https://www.marysmeals.org.uk/	info@marysmeals.org
One World Dundee	http://www.oneworldcentre.org.uk/	admin@oneworldcentre.org.uk
Orbis Expeditions	http://www.orbis-expeditions.com/	info@orbis-expeditions.com
Oxfam	https://www.oxfam.org.uk/education/resources/building-successful-school-partnerships	education@oxfam.org.uk
Rainbow Turtle	https://en-gb.facebook.com/rainbowturtleuk/	info@rainbowturtle.org.uk
Responsible Safari Company	http://www.responsiblesafaricompany.com/	info@responsiblesafaricompany.com
Scotdec	http://www.scotdec.org.uk/	helen@scotdec.org.uk
Scotland Malawi Partnership	https://www.scotland-malawipartnership.org/	info@scotland- malawipartnership.org
SDGs – World's Largest Lesson	http://worldslargestlesson.globalgoals.org/	lesson@project-everyone.org
Signposts	http://www.signpostsglobalcitizenship.org/	ideas@ideas-forum.org.uk
Stride	http://www.stridemagazine.org.uk/	stride@ideas-forum.org.uk
The Alliance	https://www.intdevalliance.scot/	admin@intdevalliance.scot
WOSDEC	http://www.wosdec.org.uk/	enquiries@wosdec.org.uk





The Scotland Malawi Partnership (SMP) is the national civil society network coordinating, supporting and representing the people-to-people links between our two nations. We represent a community of 109,000 Scots with active links to Malawi.

We are a membership organisation which anyone in Scotland with an interest in Malawi can join. We are non-governmental and politically neutral. We exist to support our members and we are led by members.

We exist to inspire the people and organisations of Scotland to be involved with Malawi in an informed, coordinated and effective way for the benefit of both nations. We do this by harnessing experience, expertise and enthusiasm across Scotland and providing forums where ideas, activities and information can be shared between our members.



Established in 2005 under the Company's Act, the Malawi Scotland Partnership (MaSP) is a Malawian owned and Malawian led national network which exists to support, inspire and develop links that benefit both Scottish and Malawian people.

Partnership between Scotland and Malawi is 159 years old dating back to 1859 when Dr David Livingstone first came to Malawi.

Today, over 46% of Scots know someone with links to Malawi. By creating a coordinating hub for Malawian organizations linked with Scotland, MaSP will provide advocacy, training and capacity building, resulting in less duplication, sharing of relevant skills and experience and the establishment of a resource base which will enable vulnerable and isolated communities to be better equipped to counter poverty.