

Memorandum of Understanding  
between  
the Millennium Mathematics Project and schools  
relating to year-long interactive  
videoconferencing project  
for the school year 2008-09



1. This agreement is between the Millennium Mathematics Project (MMP) and ..... [insert name of school] (the School) who will engage in a joint videoconferencing project over the course of the academic year 2008-09.
2. The project will link a small group of schools, of which the School will be one, to the Millennium Mathematics Project over the course of a full academic year via live videoconferencing in order to follow a sustained programme of maths/science enrichment through specially devised project work tasks and live videoconferenced discussion with the University speakers.
3. The MMP undertakes to provide 6 videoconferences for pupils over the course of the school year, 2 per term, plus associated project work which will be published via a specific section on the Motivate ([www.motivate.maths.org](http://www.motivate.maths.org)) website. In addition the programme will include a CPD videoconference for teachers to look at the pedagogy and practice of videoconferencing and subject-specific professional development.
4. Each term, in October, January/February and April/May, we will hold interactive videoconferences lasting about 1¼ hours, introducing the content for the term and featuring the University of Cambridge speaker presenting the topic area and explaining the basis for the project work. Students will be given questions to discuss and/or simple experiments to do which they will then report on to the other participants. A second videoconference will be held towards the end of each term (in December, March and June/July) at which students will make presentations of their work and discuss what they have done with the other participating schools and the University presenter. After each of these video-conference, follow-up project work tasks will be available on our website for the students to explore over the course of the next few weeks.
5. Schools commit to provide some reasonable time for students to explore these topics with teacher support. We would suggest that some time is made available during normal maths and science lessons, with perhaps extra-curricular time also available for those who wish.
6. The School undertakes to commit to the programme for a full school year. Dates of videoconferences will be mutually agreed in advance with the MMP taking into account the calendar commitments of all schools in the group. If the school encounters any problems with the programme, the content or the calendar dates during the course of the year we would expect, as a first step, that these are brought to the attention of the Academic Co-ordinator of the MMP's Motivate Project as quickly as possible for discussion and mutual resolution.

7. The School undertakes to complete a termly evaluation form at the request of the Motivate Academic Co-ordinator to enable evaluation of the project.
8. The cost of the programme to the School will be £1,350, payable in 3 termly instalments of £450, if all booking requirements are completed by 31 May, 2008. Thereafter the cost will be £1,650, payable in 3 termly instalments of £550. Invoices will be issued by the MMP towards the end of each term.
9. The MMP will provide initial technical information and guidance and will conduct a test to determine that the School (or other VC centre) can connect successfully to the programme, together with some ongoing technical advice or support up to a level that we deem reasonable. If desired by the School, on-site training and technical consultancy may be provided by the MMP during the course of the project subject to travel expenses and overnight costs, if necessary, being covered by the School.

Signed on behalf of the School:

Signature of Headteacher ..... Date .....

Name .....

*School details (please print clearly):*

School name, full address and phone no. ....

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Name of contact to whom invoices should be sent .....

Name of main academic/teaching contact.....

Email.....

Phone (direct line or mobile no., NOT the school number) .....

Long Project on which you would like a place (include all that would be acceptable):

.....

Number of Long Projects you wish to participate in: .....

Please return a signed and completed copy of this Agreement to:

**Julia Hawkins, Deputy Director, MMP, Centre for Mathematical Sciences, Wilberforce Road, Cambridge CB3 0WA.**

We look forward to working with you!