

INFORMATION DOSSIER



INTERNSHIP PROGRAMME
2018/2019

INTRODUCTION

“**La Casita de Martín**” is a place where children can develop their childhood education (from 0 until 6 years old) with an educative methodology based on **PLAYING** and **CARING**. Through the activities and workshops organized, the children are learning in a relaxed and trusting environment. The children learn by experiencing whilst having fun and develop in an individual manner.

Within our international **Internship Programme**, we are receiving students from different countries in order to develop their internships in our school. Most of the degrees or diplomas that our interns are studying are related to the early childhood education and teaching education sector. However, we are also open to welcome students from different educational backgrounds as long as it is related to any of our departments.

Our Internship Programme is **aimed at people who like to work in contact with children and nature**. The school has a farm where the children develop their activities in an environment where they are surrounded by animals, trees and plants. We have activities such as farm visits, gardening, sandpit, cookery, library, music, theatre, etc.



WHAT WE LOOK FOR

In our Internship Programme we offer international students from around the world, the opportunity to join our team for a given period of time. During this time frame, we look forward to building a professional and personal relationship between the intern, our educational center and its students.

We believe that **“La Casita de Martín”** can create an ideal learning scenario for students looking to engage themselves in real life professional situations. Our primary objective is that the students, who decide to do the internship with us, adopt good and healthy lessons to carry out in their personal and professional lives.



APPLICATION FORM

For those students interested in collaborating hand in hand with our center, we require an **Application Form** to be filled out, as we like to know each applicant in-depth, their qualities and interests.

We believe that by getting to know our interns better, we can create a more complete Internship Programme, fitted for both the student and our center. Therefore, the student interested in pursuing work experience with us, can **gain knowledge and discover qualities in different aspects of their professional and personal life.**

REQUIRED DOCUMENTATION

In order to carry out the Internship Programme, **a series of official documents are mandatory**, these are required by the Spanish Ministry of Education and the European Union. Please see below:

Collaboration Agreement between the students' institution and "La Casita de Martín". This document must be issued by the educational institute in which the interested student is enrolled, and shall be remitted to us to be signed.

Criminal Background Check. The student must request a criminal penalty and sexual offences record.

Food-handling certificate. This certification can be easily obtained online by the student.

Please keep in mind that without all the previously listed documentation, the internship will not be possible.

TERMS & CONDITIONS

Unfortunately, this is an **unpaid internship** that does not include accommodation. However, we are happy to help and give the student advice regarding where to find accommodation, transportation details, social life and any other information needed.

With more than 40 years of experience in the educational field, our institution is known for its reputation and great atmosphere, for which **we expect high standards from the intern** in the following aspects: work ethic, fellowship, willingness to improve, respect to students, parents and staff members, among other qualities.

As an organization, **"La Casita de Martín" reserves the right to suspend a programme** if the intern does not act in a civic and respectful manner, or does not comply to the terms agreed before the beginning of the Internship Programme.



Find below our company details, so that you can provide the needed information for your educational center to issue the Collaboration Agreement.

internships@lacasitademartin.com

www.lacasitademartin.com

La Casita de Martín S.C.

NIF: J29637295