



IB TEACHER-TRAINING WORKSHOPS

in association with Expert Training FZ LLC

at Raffles World Academy, Al Marcup Street, Dubai
INNOVENTURES EDUCATION TRAINING CENTRE

31 January – 2 February 2025



Thank you for booking with IBICUS to attend an IB certified and authorized teacher-training workshop.

IBICUS is the leading licensed provider in the IBAEM region working with the IBO for more than 20 years and training over 3000 teachers from across the world each year.

WORKSHOP TIMINGS

Your workshop will run from
09:00-17:00 on Day 1
09:00-16:45 on Day 2 and
09:00-12:30 on Day 3.

A detailed timetable will be sent out in the final information and you should also receive an agenda showing the times from your workshop leader in due course.

Please aim to arrive at Raffles World Academy between 08:30 and 09:00 on Day 1 to collect your name badge.

You should be able to easily achieve flights from Dubai International Airport from 16:00 on Day 3. If you are aiming for a fast get-away at the end of the workshop, please contact our Help Desk at the event as they may be able to help you with sharing and booking taxis.

WORKSHOP VENUE

RAFFLES WORLD ACADEMY (RWA)

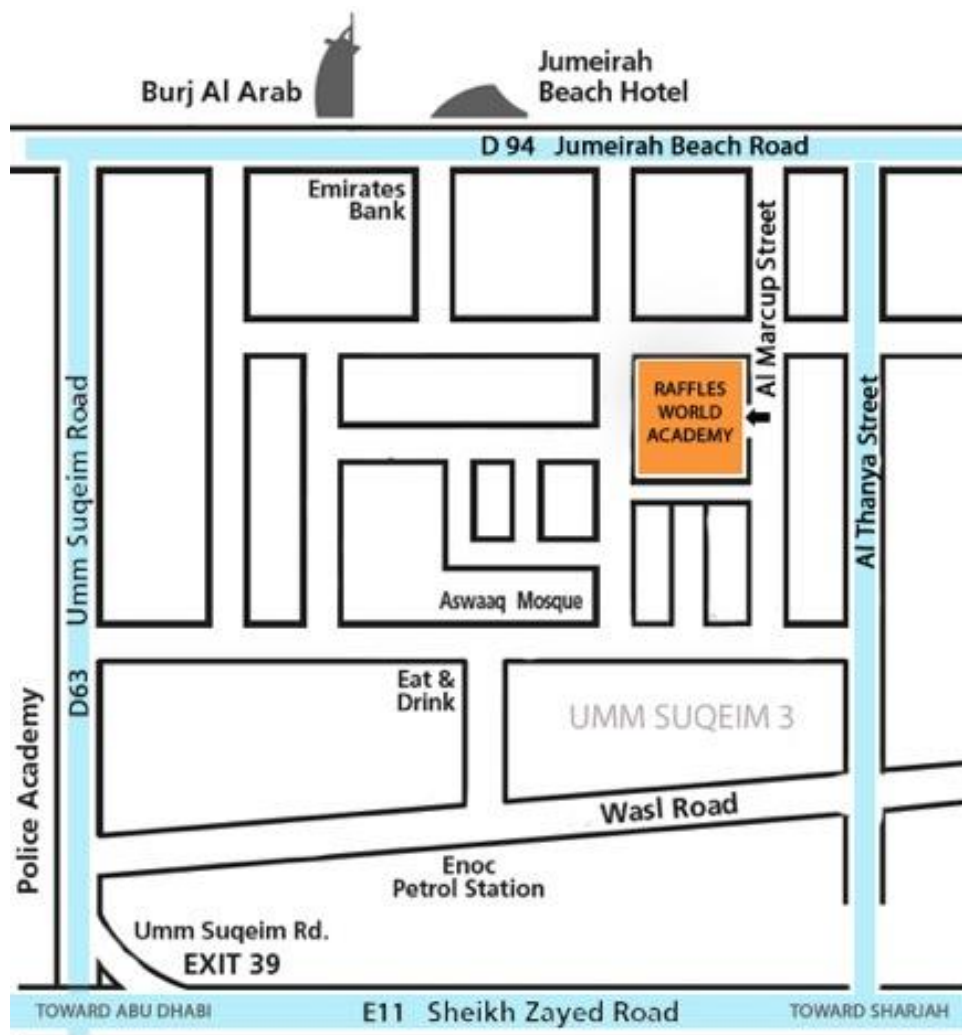
Al Marcup Street (formerly Street 7), Umm Suqeim 3, Dubai, United Arab Emirates

Tel: +971 4 4271351/2 / local dial: 04 427 1351/2

Getting there

If arriving by **car**, there is plenty of parking available at the front of the school.

Driving Directions: Head for Junction 4 (exit 39) on the Sheikh Zayed Road, signposted D63 Umm Suqeim Road (West), also signposted for the Burj Al Arab and Madinat Jumeirah. At the main junction at the end of Umm Suqeim Road, turn right into (302) Jumeirah Beach Road, heading towards Dubai and the Burj al Arab/Jumeirah Beach Hotel. Turn right at the Emirates Bank (directly opposite the Burj al Arab). At the end of the road, turn left and then second right into Al Marcup Street. The Raffles World Academy is on Al Marcup Street on the right-hand side.



Dubai has two world-class airports – Dubai International Airport (DXB) and Dubai World Central (DWC). Both offer transport options for getting into the city. Sharjah Airport is also an option although this is a further distance by taxi.

Once you are in Dubai, there are plenty of [public or private transport options](#), including [Dubai Metro](#) and taxis are plentiful and cheap and can be hailed from the side of the road. They can be paid for with cash (UAE Dirhams) or a credit/debit card. Be aware that you might be offered a black limo from the airport (sometimes the taxi rank officials try to direct you to these especially if it is busy), but these are more expensive than the normal cream-coloured taxis. Single female travellers might want to look out for “pink” roofed taxis which are driven by female drivers.

While in Dubai, you can book taxis via the [Careem](#) app on your smartphone and will be offered either a Careem car or a standard taxi. If you need to telephone for a taxi at any point, the number to use is 800 88088. Alternatively, you can use Uber in Dubai.

If you are resident in Dubai and wish to drive to Raffles World Academy, there is plenty of parking at the front of the school.

WHERE TO STAY

This is a particularly busy time in Dubai with a number of major conferences taking place.

We suggest staying in either the Umm Suqeim or Al Barsha areas of Dubai.

We will provide bus transportation from the Novotel Al Barsha hotel (which is centrally located near to a number of other hotels in the Al Barsha area, close to the Mall of the Emirates and lots of shops and restaurants). The first bus will leave at 08:00 and the second bus at 08:15 on Day 1 and at 08:15 and 08:30 on Days 2 and 3 respectively. If you wish to use the bus transportation please let us know before 15 January 2025 at admin@ibicus.org.uk.

There are many other 3 and 4* hotels in the Al Barsha area including the IBIS Al Barsha, Holiday Inn, Golden Tulip, Rose Park and Hilton which are all a short distance from the Novotel.

The closest hotels to Raffles World Academy are the Lemon Tree and Metropolitan Hotel Dubai which are in the Umm Suqeim area.

The best rates for any of these hotels appear to be via Booking.com, Hotels.com, Trivago or similar hotel booking sites or if you are a loyalty club member, you might wish to use your own booking methods.

Please note that we do not recommend that you make any non-refundable travel or accommodation arrangements until you have received confirmation in writing that your workshop will go ahead. We reserve the right to cancel any workshops which do not gain sufficient bookings to make them viable to run.

IBICUS will provide bus transportation from Raffles World Academy to the Novotel Al Barsha at the end of each day. Note that the Novotel Al Barsha is close to a metro station which you can use to go towards either the Marina or Downtown Dubai.

WHAT TO BRING

Laptop and charger	As we work towards our carbon-neutral goals, we are trying to minimise the use of paper and will therefore share all materials electronically.
Any materials requested by your workshop leader	Your workshop leader will be in touch with you before the workshop – please bring any materials requested in advance by your workshop leader, including your subject guide (there will be no spare copies on site) . Bring either electronic or paper versions as you prefer
Refillable water bottle	We do not supply any single use plastic water bottles. There will be plenty of opportunities to refill your water bottle during the course of any day around the corridors and at breaks and lunches.
Smart casual clothing	Please wear smart casual clothing for your workshop.
Sunscreen, hats, etc	And the usual requisites for a country that has a tendency to be hot and humid

CATERING ARRANGEMENTS

We will provide early morning coffee / tea / water on arrival each day.

We also provide savoury and fruit snacks at each break time and a 3-course lunch including salads, a choice of vegetarian and meat-based main courses and a choice of healthy and not-so-healthy desserts!

We do aim to cater for all tastes and diets but if you do have specific needs especially, please get in touch with us as early as possible to discuss arrangements.

WORKSHOP AIMS AND ACADEMIC CONTENT

We hope that by the end of the workshop participants will:

- feel better prepared to teach the course
- have an increased range of teaching strategies and resources to use
- have found some short-cuts and lots of tips for their teaching
- be confident about inserting elements of ToK into their teaching
- have a more international perspective on their teaching
- have made lots of new contacts hopefully some with whom they will keep in touch
- feel that they have got value for money and have had a good time

Each workshop covers: (depending on workshop category and subject)

- The philosophy and pedagogy of the IB and the Diploma
- An overview of the core (ToK, extended essays and CAS) and the learner profile
- Subject-specific understanding of
 - the content of the subject and how to structure a scheme of work
 - resources available

- internal assessment (IA) – how it works and how to mark it
- external assessment (exams) – structure, sample scripts and marking
- links with ToK
- extended essays

All IBICUS workshops are evaluated by the IB using their strict quality assurance systems.

We work in close cooperation with the IB and all of our workshops follow the category guidelines issued by them - [IB Professional Development Workshop categories](#)

Following attendance at an IBICUS workshop, you will receive a certificate of attendance, which qualifies for IB authorization and evaluation purposes.

HELP DESK

IBICUS staff are clearly visible throughout the event, wearing orange polo shirts. There is also a Help Desk in the main reception area. If you have any issues, concerns or problems - whether to do with your workshop or otherwise - please let us know and we will do our best to help you. If you are unhappy in your workshop at any point, please tell us immediately so that we can try to remedy things.

We do also have IBO consultants and representatives present throughout the workshop who will be monitoring the workshops. If you wish to discuss anything with them – whether to do with your workshop or to do with your school or the IBO in general, please let us know and we will put you in touch.

We also have a nurse on site so if you feel unwell or need medical advice, please let us know and we can point you in the right direction.

TEN THINGS TO DO IN DUBAI

1. Go up the Burj Khalifa (book in advance online) or just go and watch the fountains at the foot of it at Dubai Mall <https://www.burjkhalifa.ae>
2. Wander around Al Fahidi Historical Neighbourhood in Bur Dubai, with its winding alleyways and wind towers. Get a taste of Old Dubai during the mid-19th century.
3. Visit Dubai Creek and take in the Gold Souq and Spice Souq, cross the creek on an Abra (small boat) or walk along Al Seef area <https://alseef.ae/en>
4. Visit a museum, Dubai Museum, Etihad Museum or Museum of the Future (this one has to be booked a month or so in advance online) <https://museumofthefuture.ae>
5. Go skiing at Mall of the Emirates, indoor ski slope or just enjoy the snow <https://www.skidxb.com>
6. Explore Madinat Jumeriah with its modern souq and plenty of restaurants; there is also The theatre of the Digital Age to visit <https://www.toda.ae/en/>
7. Take a walk along the beach alongside Jumeriah Beach Road or use a scooter or bike
8. Take in a show at Dubai Opera <https://www.dubaiopera.com>
9. Travel to the Palm, visit Nakheel Mall or The Atlantis
10. Go on a desert safari, city tour or dhow cruise or take a trip to Abu Dhabi to see the amazing Sheikh Zayed Grand mosque

COVID POLICY

IBICUS values health and safety. Participants are asked to stay at home when they are sick and follow any relevant COVID-19 guidelines while participating in a workshop event.

Please note that by registering to attend any in-person event, you acknowledge that you are aware of the existence of, and have fully accepted, the COVID-19-related risk to your health and to the health of your family, friends and other contacts, and that you choose to attend. While attending this event, you are fully responsible for your own health and safety. You must take all actions necessary to understand and abide by all of the requirements and guidelines put in place by school, venue, local and national authorities.

Guidelines for participation in an IB professional development workshop:

- Workshop leaders and participants will not travel to and attend the PD workshop(s) should they fall ill before the event.
- Workshop leaders and participants will respect national/state/local/venue COVID-19 guidelines during their attendance of the PD workshop(s).
- Workshop leaders and participants will remove themselves from the in-person PD event and will inform the relevant event organizer, if they fall ill during the workshop(s).

DO'S AND DON'TS...

DO

- Wear appropriate clothes, nothing too revealing
- Reserve your tickets for Burj Khalifa and the Museum of the Future in advance online if you want to go
- Remember it can be very hot - bring sun cream and drink lots of water
- Still visit Dubai Mall, even if shopping doesn't interest you. It has an ice-rink, indoor aquarium and you can watch the fountains at the foot of the Burj Khalifa
- Consider using the metro to get around to sightsee - You need to buy single, return and day-pass tickets or a cashless smart card known as Nol on the metro

DON'T

- Swear in public or made rude gestures – you can get yourself into big trouble
- Take somebody's picture without their consent, it is considered as an invasion of privacy of that person. It is also illegal to take photos of strategic and military locations, government organisations or political buildings for security reasons
- Eat, drink or chew gum on public transport
- Consume alcohol in public places or drink and drive
- Indulge in Public Displays of Affection

FAQs

What is included in the workshop fee?

Tuition from workshop leaders, all workshop materials, lunches and refreshments and admin support during the event.

How do I get from the airport to my hotel?

By far the easiest way is to take one of the many and reasonably priced taxis which are right outside the airport terminal. These are safe at any time of the day and single lady travellers are often offered a female driver (pink roofed taxi).

When do the workshops start?

Please come through the main school entrance between 08:30 and 09:00 on Day 1 of your workshop to register and collect your name badge. There is no need to register at the front desks on subsequent days.

What should I wear?

Casual dress, but respectful of the local culture.

What to bring

Any materials requested in advance by your workshop leader, including your **subject guide (there will be no spare copies on site)**. Bring either electronic or paper versions as you prefer.

Do I need an electrical adaptor?

The electricity current is 220/240volts and requires 3-pin plugs (UK plugs work without an adaptor).

Can I access the internet at the school?

Wi-Fi is available in most areas of the school for your own smart phone/laptop. School ICT facilities are also available during break times.

What meals are provided?

Lunches and refreshments – including vegetarian options - are provided on Day 1 and Day 2 during the workshop. On Day 3 we finish before lunch but will provide refreshments at the morning break. If you have any special dietary requirements, please let us know at the time of booking or if you have already booked, please email admin@ibicus.org.uk before the workshop dates. For suggestions for your evening meals, you might like to look at www.timeoutdubai.com.

Is alcohol available in Dubai?

Dubai's licensing laws require venues serving alcohol be attached to hotels or a private clubs. It is illegal to drink in the street or in a public space.

What is the currency in Dubai?

The currency in the UAE is the Arab Emirates Dirham (AED).

What is the time difference?

The UAE is 4 hours ahead of GMT.

Do I get a Certificate after the event?

Yes, this will be sent to you as a PDF document around 2 weeks after the event.

How do I evaluate the workshop?

You will be emailed a link to complete an online evaluation form.

Where are the best places to shop?

Shopping is a pastime in Dubai whether in souks or malls. Mall of the Emirates (close to the workshop venue) and Dubai Mall (downtown but next to the world-famous Burj Khalifa) are extremely popular and are very busy in the evenings and at weekends.

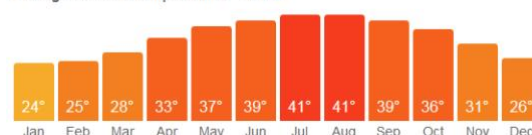
<http://www.dubai-online.com/shopping/malls.htm> <http://www.guide2dubai.com/shopping/>

<http://www.dubaicity.com>

[Souk Madinat Jumeirah](#) is an indoor, air-conditioned souk with shops and restaurants lining the 'streets'. It is a 5-minute taxi ride from the workshop venue.

What will the weather be like in Dubai?

Average seasonal temperatures °C / °F



Average monthly rainfall (mm)



Average daily sunshine (hours)



What if I need to cancel my place?

Our cancellation terms vary depending on how far in advance you wish to cancel your place and whether your workshop has already been confirmed or not. Please see our [terms and conditions](#) for further information.

What if I need a medical help?

If you feel ill during the workshop, please come to the reception desk and we will endeavour to assist. Obviously, you should ask immediately at your hotel for assistance if you fall ill whilst resident there. **You should ensure, before you travel to the workshop, that you have appropriate accident, travel and medical insurance.**

Local emergency numbers

Police	999	Ambulance	998	Fire	997
Airport Enquiries	04 206 6666				
Dentists	Dr Michael's Dental Clinic		04 3495900 or 925 5996		
	Drs Nicholas and Asp		04 345 4443 or 919 41341		
Doctors	Al Zahra Clinic		04 378 6666		
	Dubai London Clinic		04 344 6663		
	Infinity Healthcare		04 343 6684		
	Mediclinic		04 449 5111		
Private Hospitals	Al Zahra Hospital		04 378 6666		
	American Hospital		04 377 5500		
	Wellcare Hospital		04 282 7788		
	Dubai Hospital (General)		04 219 5000		
	Rashid Hospital (A&E, Trauma)		04 219 2000		

IBICUS EVENT TEAM

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These workshops are run in association with

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