For the past 13 years, the Philosophy of Education Society of Great Britain has hosted a residential Summer School for students. The Summer School offers an opportunity for undergraduate and postgraduate students to learn more about philosophy of education through a range of activities led by philosophers of education in a university campus setting. The UG Summer School (around 40-40 students) normally involves three days of lectures, seminar discussions and social activities around a theme proposed and organised by the hosts. The postgraduate Summer School (around 12-15 students) normally runs for five days and is typically led by one philosopher in discussion others around a particular theme. The Summer School is free to attend and the Society funds all meals and accommodation. Participants are responsible for their own travel costs but a limited number of travel bursaries are available for applicants who are able to demonstrate financial need.

The PESGB is looking for a Higher Education Institution within the UK able to offer an appropriate venue and organisational team to host this annual event. The aims of the Summer School align with the general purposes of the PESGB: to promote the study, teaching and application of philosophy of education, and to widen participation in the Philosophy of Education (see http://www.philosophy-of-education.org).

Below are considerations and criteria for those planning to submit a tender for four years of Summer School (i.e. PG 2020/22 and UG 2021/23). Those interested in hosting the Summer School should write to the PESGB expressing interest and outlining plans to support the hosting of this event.

Expressions of interest or queries should be submitted to the PESGB office: pesgb@sasevents.co.uk

In this document, we set out some considerations to inform those considering tenders to host the PESGB Summer School from 2020 to 2023.

1. The key elements that go into organising summer school are: planning; budgeting; organising; attending/hosting; evaluating; reporting back to PESGB.

These tasks can be shared – previous organisers have found that two people sharing the role works best – however three can be helpful. (For example, at Roehampton, some nominal hours towards the work were agreed, but were felt to fall very short of the actual time; that may be expected, but the time-commitment should be officially recognised in order that the organisers and their colleagues know what to expect.)

Criterion 1: Having enough staff with allocated time to carry all the tasks
2. However many people are involved, there must be a named person who is ultimately responsible for the event. This person should be involved in all the organisational aspects above; if they aren't involved in any one aspect, there is a much higher risk of losing track. Of course the named organiser does not have to do all the work themselves, but they need to know what is going on at each stage of the event.

**Criterion 2: A named, overall organiser that has the confidence of the society**

3. The host institution needs to be on-board. Roehampton, for instance, had managed to arrange not to be charged for teaching spaces for example (as it is a summer school and not a 'conference'). This reduced the cost considerably and has been hard fought for each year. These kinds of things make a big difference to how many delegates can be accommodated.

**Criterion 3: A member of the senior management of the host institution should act as ‘sponsor’ for the summer school and guarantee (within reason) the host institution’s support.**

4. There should be administrative support included in the budget. There is a fair amount of administrative work to be done and it is arduous to do without lots of decent help.

**Criterion 4: Demonstration that sufficient administrative support is available.**

5. In the past, the capacity to host both UG and PG summer schools has been a real asset. UG = around 40-50 students over three days (e.g. Monday afternoon to Wednesday lunch-time with around five guest speakers). PG = around 15 students over a week (e.g. Monday afternoon to Friday lunch-time) with a lead tutor and around three additional interlocutors.

**Criterion 5: Both PG and UG Summer Schools must be manageable.**

6. The organising institution should be proactive in organising a post-summer school survey and should be willing to respond to the results of the survey to try and assess the efficacy of summer school.

**Criterion 6: A commitment to providing thoughtful and thorough evaluations of each event is required.**

7. The last point may be more difficult to quantify, but the summer school needs an organiser who is affable / comfortable talking to large groups / decent at hosting etc. The atmosphere of the summer school is important and should reflect the openness of the PESGB. The organisers need to be committed to supporting the PESGB too as this is an ideal opportunity to increase membership.

**Criterion 7: The agreement of someone (or two people) willing to host the events and able to demonstrate alignment with the PESGB’s ethos, creating a pleasant and inclusive atmosphere.**

**Summary of criteria**

- A strong team (ideally three who must be members of PESGB) to plan, organise and run the summer schools
- A named lead
- Capacity to accommodate (for alternate events) at least 50 UG students and 15 PG students
- Institutional support
- Willingness to make use of the required format and attention to a lively programme with rationale
• Administrative support
• A clear plan on how to host UG and PG summer schools during the period; a clear commitment to organise the summer school equally well for the entire period of 3 years; developed relevant summer school themes for at least the first year
• A commitment to evaluation
• The ability to provide good accommodation
• The facilities to provide good food
• Ethos and atmosphere

Further possible criteria

• A good plan to advertise and promote the summer school
• Probable dates that don’t clash with other key events
• Have already secured interesting speakers for at least the first year
• A commitment to on-going evaluation and a willingness to help with any succession planning, as required

David Lewin, Secretary
June 2019