



Date: 13th December 2019

To Whom It May Concern

RE: Ms Maria Fiorentini

Dear Sir/Madam,

Ms Fiorentini was employed by NED Training Centre between March 2018 and December 2019 working full-time (approximately 30 hours per week) teaching EFL. Her primary responsibilities were to plan, prepare and deliver English Language lessons to groups of adult students of mixed nationality, gender, background and age.

Ms Fiorentini taught at a variety of levels. Most significantly, she worked with Upper Intermediate and intermediate students. In these classes in particular Ms Fiorentini went beyond the norm to prepare, plan and deliver lessons which will benefit all students' short and longer term academic aspirations, particularly with regard to real life communication and personal and linguistic development.

She is able to communicate complex ideas succinctly and provides excellent support to all learners in an inclusive environment, irrespective of ability, background or motivation.

Ms Fiorentini structures lessons to deliver the best outcomes for learners and uses reflective practice to improve the quality of learning opportunities in class. Formal and informal feedback from her students was always positive and they enjoyed her methodology, enthusiasm and teaching style. Formal observations of her teaching were consistently successful and the lessons judged to be of a high standard.

Her additional duties included maintaining and recording attendance, carrying out weekly assessments and recording results on the in-house IT system. Ms Fiorentini participated in, and contributed constructively to, regular staff meetings and CPD events and to the wider school community. She took on all responsibilities and duties with the same positive and can-do attitude and was a popular and team-centred member of our teaching department.

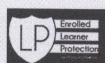
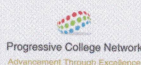
We wish her all the best in the future and Ms Fiorentini is welcome back any time.

If you require any further information please do not hesitate to contact me.

Yours faithfully

Simon Judge

Academic Director



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