

Erasmus+



STRATEGIC PARTNERSHIP KA2- SCHOOL TO SCHOOL "EUROPE FOR INCLUSION"

Report on Things to do before the FOURTH Learning, teaching, training activity in Portugal

This document is used to definitely decide activities to be carried out till the fourth Learning, teaching, training activity, which will be held from 2nd to 6th May 2016 in Coimbra – Portugal

Date: 7th, 8th December 2015

Place: Collège Jean Jaurès Cenon Cedex

Time: 10:00-12:00 on Tuesday 8th ; 10:00 12:00 on Wednesday 9th

Participants:

Poland: Beata Mrosek, Leszek Mrosek, Lucyna Donke, Lucyna Prajs, Karolina Chalupka

Portugal: Maria Filomena Namora, Ângela Fonseca, Lina Grilo, Conceição Carvalheiro, Ana Vaz

Turkey: Yakup Ceylan, Mehmet Emin Halat, Zeynep Turkmen, Fatma Pervin Kamber, Cennet Kuzu

France: Philippe Felber, Frederic Blanc, Guillaume Caillon, Isabelle Berlureau, Laurence Martin, Chantal Gastaldo, Christophe Stefani, Christine Jean-Alphonse, Didier Houde, Sylvain Trias, Helene Katz, Celine Marquet, Chantal Mischel, Abdel Salas, Cecile Thieulin, Emilie Latherrade, Victor Couto, Maylis Salinas, Cecile Prevost, Dominique Carre, Fanny de la Taille, Chrystel Lahitte, Corine Arpino

Lithuania : Janina Bartuseviciene, Danute Bajoriene, Neringa Bisikirskiene, Ramute Bubniene, Roma Kandrotiene

Latva : Linda Vītiņa, Kristine Liberta, Didzis Bremze, Katrina Dimsons, Sharlotte Vandersmissen

Italy: Patrizia Mercuri, Maria Carmela Noce, Daniela Pinna, Giuseppina Cossu, Giuliana Ruiu

Romania: Diana Elena Chitu, Angelica Iftimia Florean, Monalisa Violeta Lupu Marinei, Florinela Claudia Dogariu, Mihaela Nicoleta Gavril

Minute taker: Patrizia Mercuri

Objectives of the meeting:

- Third Learning, teaching and Training activity: France Jean Jaures Collège
- Five days learning, teaching and training course: didactic methods for teaching foreign students, preparing a lesson and testing it in the classes
- Overview of what done so far and what to do till the following meeting
- Sharing opinions on results on AIP
- Discussing on the results obtained
- Up to dating the project web site

According to the work programme established in the project, these are the things we have to carry out before the fourth Learning, teaching, training activity, which will be held from 2nd to 6th May 2016 in Coimbra – Portugal

TYP E	ACTIONS TO CARRY OUT WHAT	DEADLINE WHEN	AIM WHY	RESPONSIBLE CONTRIBUTOR S WHO	UPDATED SITUATION
A1	Reading the "Index for Inclusion" by Booth and Ainscow, 2000	September 2014	Knowledge of the scientific framework	All partners	DONE
A2	Elaborating a grid to collect comparative information on the school system strategies for children with special needs in the countries involved	September 2014	A shared grid	All partners	DONE



Erasmus+

A3	Enrolling to Etwinning	September 2014	Etwinning enrollment	All partners	DONE IN FEBRUARY 2015
A4	Setting up a multidisciplinary project teacher-team (Scientific Committee) and designate a leader for each country	October 2014	Group of work	All partners	DONE
A5	Elaborating the Annual Assessment Manual , Annual Quality Manual and trainees' journal	October/November 2014	Manual for the self-evaluation	Italy	DONE
A6	Report about the progress of the work carried out to send to the coordinating school	November 2014	Report on what done sofar	All countries	DONE
A6	Feedback from the coordinator on the reports received	November 2014	Report and evaluation on what done so far	Italy	DONE
A6	Sharing results on coordinator report to staff, students and families with regular meeting or publishing the report on the school web sites or on the project web site.	November 2014	Communication	All countries	DONE
C1	<p>Learning, teaching, training activity: Italy</p> <p>Aims: getting to know each other, creating a sense of ownership and starting a positive team building process, ensuring a common level of information and understanding of the project, revising work plan and making agreement on location of tasks and responsibilities, informing participants about contractual and financial regulations, over viewing of the project, introducing the project evaluation and dissemination strategy.</p> <p>Discussing about the comparative information on school systems arrangements as regards children with special educative needs.</p> <p>Overview of what done so far and what to do till the following meeting: elaboration of tools for the self-analysis of inclusion quality in our schools:</p> <ul style="list-style-type: none"> - Defining the objectives of the analysis and how to integrate them into the school planning - Defining the work methodology - How to create the project web site <p>Five days training course: didactic methods for teaching children with dyslexia, preparing a lesson and testing it in the classes</p> <p>Presentation of the project to school community</p>	<p>December 2014</p> <p>WE HAD TO PUT OFF THE VISIT BECAUSE NO COUNTRIES HAD RECEIVED ANY FINANCIAL SUPPORT YET.</p>	<p>Shared decisions on how to carry out the project</p> <p>Procedure to follow divided into clear steps</p> <p>Five days training, learning and teaching course</p>	<p>Italy</p> <p>All the partner countries</p>	<p>DONE</p> <p>12th - 16th January 2015</p>



Erasmus+

A7	Choosing the logo of the project	January 2015	Logo of the project	All countries	DONE FEBRUARY 2015
A8	Creating the project website	January 2015	Project website	Turkey	DONE FEBRUARY 2015
A9	Elaboration of tools for the self-analysis of inclusion quality in our schools: -defining a group for the internal analysis - elaborating questionnaires to give out anonymously thanks to an exchange of proposal in Etwinning platform	January 2015	Questionnaires for the self-inclusion analysis	All countries	DONE FEBRUARY 2015
A9	Giving out questionnaires	February/ March 2015	Analyzing the grade of inclusion in our schools	All countries	DONE
A9	Collecting data	February/March 2015	Analyzing the grade of inclusion in our schools	All countries	DONE
A9	Identifying needs	March/April 2015	Identifying the weak points of our structure	All countries	DONE
A9	Analyzing the possible causes of needs	April 2015	Collecting data for the following phase	All countries	DONE
A9	Communicating the results and defining the priorities in objectives to the coordinating school	At the end of April 2015	Disseminate communication	All countries	DONE
A10	Comparative information on school systems as regards children with special needs Booklet	March 2015	Booklet which will be used to make up the intellectual final output	Italy	DONE
A10	Report about the progress of the work carried out to send to the coordinating school	End of March 2015	Report on what done so far	All countries	DONE
A10	Feedback from the coordinator on the reports received	End of March 2015	Report and evaluation on what done so far	Italy	DONE
A10	Sharing results on coordinator report to staff, students and families with regular meeting or publishing the report on the school web sites or on the project web site.	End of March 2015	Developing Communication	All countries	DONE
M1	First transnational meeting: Romania Sharing opinions on the information on school systems arrangements booklet on children with special educative needs prepared by Italy Overview of what done so far and what to do till the following meeting: - Sharing the results of the questionnaires in the different countries - Find a way for collecting them into a booklet - Up to dating the	March 2015 16 th - 18 th March 2015	Shared decisions on how to carry out the project Procedure to follow divided into clear steps	Romania All countries	DONE



Erasmus+

	project web site				
A11	Collecting questionnaires for analyzing the initial level of inclusion for all the actors involved and the results achieved in the different countries involved	April/May 2015	Booklet which will be used to make up the intellectual final output	Poland	DONE
A12	Report about the progress of the work carried out to send to the coordinating school	May 2015	Report on what done so far	All countries	DONE
A12	Feedback from the coordinator on the reports received	May 2015	Report and evaluation on what done so far	Italy	DONE
A12	Sharing results on coordinator report to staff, students and families with regular meeting or publishing the report on the school web sites or on the project web site.	May 2015	Communication	All countries	DONE
A12	Assessment and evaluation: filling in the first year evaluation manual	August 2015	Annual assessment	All countries. Italy will provide feedback	DONE
C2	<p>Second Learning, teaching and training activity: Poland Overview of what done so far and what to do till the following meeting:</p> <ul style="list-style-type: none"> - Sharing opinions on booklet realized by the Polish team - Discussing on the results obtained - Up to dating the project web site <p>Defining the framework and the items to insert in the Annual Inclusive Plan thanks to an Exchange of proposal in Etwinning platform Five days learning, teaching and training course: didactic methods for developing children's memory and attention in mixed-up abilities classes, preparing a lesson and testing it in the classes</p>	25 th - 29 th May 2015	<p>Annual Inclusive Plan framework</p> <p>Five days learning, teaching and training</p>	<p>Poland</p> <p>All countries</p>	DONE
A13	<p>Creating the shape of an inclusive school; processes and actions for inclusion, from need analysis to multilevel planning and evaluation of process.</p> <ul style="list-style-type: none"> - Annual Inclusion Plan. Organizational and management aspects for incrementing inclusivity in our school 	September 2015	Elaboration of the AIP	All countries	PUT IT OFF TO DECEMBER 2015
A14	- Activation of the plan	October 2015		All countries	PUT IT OFF TO JANUARY 2016
C3	- Third Learning, teaching and Training activity: France Jean	6 th - 12 th December 2015	Five days learning, teaching and	<p>France</p> <p>All countries</p>	DONE



Erasmus+

	<p>Jaures College</p> <ul style="list-style-type: none"> - Five days learning, teaching and training course: didactic methods for teaching foreign children, preparing a lesson and testing it in the classes <p>Overview of what done so far and what to do till the following meeting:</p> <ul style="list-style-type: none"> - Sharing opinions on results on AIP - Discussing on the results obtained - Up to dating the project web site 		training		
A15	<ul style="list-style-type: none"> - AIP BOOKLET 	November 2015	Collecting the different AIP in a booklet	Portugal	PUT IT OFF JANUARY 2016
A16	Report about the progress of the work carried out to send to the coordinating school	December 2015	Report on what done so far	All countries	DONE
A16	Feedback from the coordinator on the reports received	December 2015	Report and evaluation on what done so far	Italy	DONE
A16	Sharing results on coordinator report to staff, students and families with regular meeting or publishing the report on the school web sites or on the project web site.	December 2015	Communication	All countries	DONE
A17	<ul style="list-style-type: none"> - Creating the shape of an inclusive school; processes and actions for inclusion, from need analysis to multilevel planning and evaluation of process. - Personalized Didactic Plan: tool of educative and didactic planning which is elaborated for guaranteeing learning in the respect of the different children's need. 	January 2016	France and Portugal will send the translation of their own PDP to Italy within February. Italy will organize one PDP from the proposal received and send the product to the other Countries. A discussion will follow and in the end one model will be produced		PUT IT OFF TO March 2016
A18	<ul style="list-style-type: none"> - PDP booklet 	March 2016		Turkey	TO BE DONE
A19	Report about the progress of the work carried out to send to the coordinating school	March 2016	Report on what done so far		TO BE DONE
A20	Feedback from the coordinator on the reports received	March 2016	Report and evaluation on what done so far		TO BE DONE
A21	Sharing results on coordinator report to staff, students and families with regular meeting or publishing the report on the school web sites or on the	March 2016	Communication		TO BE DONE

Erasmus+



	project web site.				
C4	<p>Fourth Learning, teaching and Training activity: Portugal</p> <ul style="list-style-type: none"> - Five days learning, teaching and training course: visual language for children with very special needs, preparing a lesson and testing it in the classes <p>Overview of what done so far and what to do till the following meeting:</p> <ul style="list-style-type: none"> - Sharing opinions on PDP booklet realized by the Turkish team - Discussing on the results obtained - Up to dating the project web site - Defining the framework and the items to insert in the Didactic Inclusive Unit Grid 	2nd – 6th May 2016	Five days learning, teaching and training	Portugal All countries	TO BE DONE

The Italian Coordinator

Dott.ssa Patrizia Mercuri

Cenon, 12th December 2015