

ARE EU READY FOR LIFE AND WORK ACTION PLAN YEAR 1

DURHAM TRINITY SCHOOL & SPORTS COLLEGE IN PARTNERSHIP WITH ESTONIA, LATVIA. ROMANIA AND PORTUGAL

Partner co-ordinator/project activity BLUE

School /student activity BLACK

GOAL	TASKS	RESPONSIBILITY	TARGET DATE	LEARNING OUTCOMES	EVIDENCE
To establish a project etwinning page	Once established all schools will provide their information and evidence of activities	Portuguese and Latvian partners	January 2015	All partners will be familiar with the process of downloading information onto the etwinning page	A project etwinning page will become active.
To promote understanding of 'Rights and Responsibilities' (delayed due to late start of project)	A project will be completed with students in each school	All partners and teaching staff.	January/February 2015	Students will be aware of their rights and responsibilities	School displays Downloaded to page on etwinning
Base line student assessment	The co-ordinator will design a base line proforma and circulate it to partners A base line assessment will be completed on a target group in each school	All partners	The co-ordinator will circulate an individual proforma in January. Assessments to be completed before Romanian meeting.	Students will gain an understanding of their skills, abilities, attitudes and inspirations.	Individual assessments will be completed and placed in QAM file.
To promote greater awareness of employment in the local community	<ul style="list-style-type: none"> A school project will inform students of the skills required for employment Representatives from the world of work will visit schools. 	All partner schools	January/March	Students and staff will gain an understanding of the skills required for the world of work. Staff will commence the development of a network of employers.	Student books Activity evaluation Displays in schools Activities will be placed on etwinning page.

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<ul style="list-style-type: none"> Partners will meet in Romania and continue to develop the partnership Partners will share good practice in work related learning. Partners will develop an understanding of expertise in work related learning Partners will agree on a draft format for the work related curriculum 	<p>All partners will meet in Romania</p> <p>Partners will participate in a seminar where they will share their practice of work related learning</p> <p>Partners will visit centres of expertise in work related learning</p> <p>A workshop will allow partners to produce a draft work related learning curriculum document</p>	<p>Catrina will plan the TNPM</p> <p>The co-ordinator will circulate the agenda prior to the meeting</p> <p>The co-ordinator will chair the meeting and a member of DTS will take minutes and circulate them following the meeting.</p> <p>A draft curriculum plan will be produced collaboratively and circulated with the minutes.</p>	<p>March 11th-15th 2015</p>	<p>All partners will have a greater understanding of work related learning</p>	<p>Photos of visit will be placed on the etwinning page by our Romanian partner</p> <p>Information from seminar will be circulated between partners</p> <p>Minutes of meeting</p> <p>Draft plan of work related curriculum format.</p>
<p>An employers' questionnaire will be produced and circulated</p>	<p>The co-ordinator will produce an employers' questionnaire to document the skills and requirements needed for employment</p>	<p>Co-ordinator</p>	<p>Produced April Circulated May Completed June</p>	<p>All partners will be aware of the requirements needed to be considered for employment</p>	<p>Questionnaire completed and returned by employers.</p>
<p>Students will gain a greater understanding of the different opportunities for employment in their communities</p>	<p>Students will visit 3 places of employment</p>	<p>All partners</p>	<p>May/June</p>	<p>Students will be aware of the opportunities for employment in their communities.</p> <p>Pupils will be aware of the requirements for the world of work</p>	<p>School displays</p> <p>Activity assessments</p> <p>Etwinning page</p>

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<p>Students will become aware of the team skills required to plan and deliver an enterprise activity</p>	<p>All partner schools will Research local/national/international charities and plan and deliver an enterprise to raise funds for their chosen charity.</p>	<p>All partners</p>	<p>June/July</p>	<p>Students will gain an understanding of the requisites of the world of work, these being:</p> <ul style="list-style-type: none"> • Team work • Communication • Working together • Problem solving • Decision making • Positive behaviour • Sense of humour • Accepted behaviours • Etc... 	<p>Students workbooks Activity evaluation DVD of event School displays Letters from charities Placed on etwinning page</p>
<p>To further develop partnership To inform partners of the excellent example of social inclusion in Vianna do Castelo. To define the areas to be included in the work related curriculum.</p>	<p>TNPM Portugal Partners will visit places of employment which demonstrate good practice in social inclusion. Partners will participate in a seminar and inform of employment and the impact of social inclusion in their communities and or countries. Partners will define the areas to be included in the work related curriculum. Evaluation of Action Plan.</p>	<p>All partners will attend the meeting, planned by Julio. Each partner will prepare a presentation for the seminar reflecting their communities' involvement in promoting equality and social inclusion. The co-ordinator will circulate the agenda prior to the meeting The co-ordinator will chair the meeting and a member of DTS will take minutes and circulate them following the meeting.</p>	<p>June 10th-14th 2015</p>	<p>Increased understanding of the importance of social inclusion in employment. A clear understanding of the areas to be included in the work related curriculum.</p>	<p>Minutes of meeting Hard copies of partner information from seminar</p>

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To develop 2 proforma: To collect curriculum data To evaluate Year 1	To develop 2 draft proforma Following discussion with partners the proforma will be amended and circulated. Proforma will be completed by partners and circulated between them.	The co-ordinator will design the proforma. Partners will agree on the content of the proforma	June	On the collection of data the findings will be used to plan Year 2	Proforma completed by all partners, these being: Collection of curriculum data Evaluation of Year 1 of project
To ensure all elements of the project have been completed.	External audit	Co-ordinator	July	To ensure the Action Plan has achieved project objectives.	End of Year 1 report signed by the external auditor.

Ann Southren
January 2015