



# „Universal model of Professional course for New age child carers for women aged 50-64 years”

5th Meeting in Ancona  
19<sup>th</sup> and 20<sup>th</sup> of June 2018

## MINUTES



### Attendees:

- |                            |   |
|----------------------------|---|
| 1. Valia Dankova           | - Bimec, Bulgaria                                 |
| 2. Daniela Damyanova       | - Bimec, Bulgaria                                 |
| 3. Liubov Kirilova         | - Bimec, Bulgaria                                 |
| 4. Nadejda Savova          | - Bimec, Bulgaria                                 |
| 5. Jiri Stuchl             | - Mamaloca, Czech Republic                        |
| 6. Jan Prokes              | - M'am'aloca, Czech Republic                      |
| 7. Petr Osoba              | - M'am'aloca, Czech Republic                      |
| 8. Jarka Svarcbachova      | - M'am'aloca, Czech Republic                      |
| 9. Marzena Wieczorek       | - ProActivate, Ireland                            |
| 10. Agnieszka Kudlacik     | - ProActivate, Ireland                            |
| 11. Kiss Norbert           | - The Government Office for Bekes County, Hungary |
| 12. Hajduné Szaszko Ilona  | - The Government Office for Bekes County, Hungary |
| 13. Nagy Gabriella         | - The Government Office for Bekes County, Hungary |
| 14. Marcin Biernat         | - VLO, Poland                                     |
| 15. Monika Hepner-Jaworska | - VLO, Poland                                     |
| 16. Grażyna Walasz         | - VLO, Poland                                     |
| 17. Anna Magiera - Chorąży | - VLO, Poland                                     |
| 18. Romina Boraso          | - COOSS, Italy                                    |
| 19. Francesca Scocchera    | - COOSS, Italy                                    |
| 20. Marta Zepparoni        | - COOSS, Italy                                    |
| 21. Paola Pelonara         | - COOSS, Italy                                    |
| 22. Tania Lucantoni        | - COOSS, Italy                                    |

### Meeting Objectives:

1. Summarize the project's goals, results and activities
2. Presentation of the evaluation of the course model and the self-assessment questionnaire and establishing of the final version of the model
3. Discuss on the benefits of the participation in the course
4. Present the brochure Table of contents and the materials
5. Create the draft of the Sustainability Plan for the project
6. Discuss on the Final Report, impact indicator and results
7. Organizational issues



**Day 1**  
**19<sup>th</sup> of June**

**Meeting Location:** Ancona, via Saffi 4. COOSS Training Room „Aula Azzurra“

**Starting time:** 9:00 am

**Meeting Opening** - official welcome of the guest, review of meeting objectives and agenda.

**Project review** – review of the project schedule, summary of the project results and activities. The coordinator underline that the partnership should improve the intellectual outputs of the project.

**Presentations of the partnership organizations about results of the course model evaluation and the self – assessment questionnaire considering benefits for attendees of course and work activities.**

All partners presented results and observations collected from the external evaluation activities of the training modules and the self assessment test.

Suggestion, Strength, Weakness, changes were plenary taken into account and discussed.

PROPOSED CHANGES/OBSERVATIONS TO TRAINING MODULES:

- Work with talented children / special needs
- Module on Voice emission
- Environment issues
- Study visit to observe professional childcare services with teachers guide
- Supplementary and optional modules focusing on specific training needs
- Module SECURITY: “harassment at work” moved to "work-related stress“
- Improve the duration of the course (e.g. Module 4 and 5)
- INTERSHIP: suggested duration is 30% of the total hours of the course
- Focus on local problems



- Diversity on Age group
- Resilience and dealing with anger
- Assess potential candidates (interviews) passed to a teacher
- More info on ICT technologies
- Documentation moved to Management of Education
- Qualification and entry conditions: e.g. experience
- Upbringing children own values
- Medications, nutrition

#### PROPOSED CHANGES TO SELF ASSESSMENT TEST:

- Q.2, Q.3, Q.11 : unclear and not exhaustive, suggestion to modify it
- Q.8 suggestion to specify children age groups
- Q.13, suggestion to modify it in “I try to keep quiet/cool and I’m able to deal with unusual situations remaining professional”
- During the evaluation process: consider some question as more relevant than other

#### **Discussion: the final version of the course model and the summary for the self-assessment test.**

#### AGREED CHANGES TO TRAINING MODULES:

- Harassment moved to work related stress
- Documentation Module: remain, giving the suggestion to training organization that it could be included in Module “Management of Education”
- Upbringing children own values and environments as objectives
- Add an introduction to the Training Modules in order to give explanations and to recommend pilot to assess the duration
- Module about talented children/gifted could be something additional
- Internship as a 30% of the total hours of the course and a hint about the hours to observe the professionals
- Add the qualification or experience as a pre-requirement
- Diversity of child ages is included in the pedagogical approach and in the intership



### AGREED CHANGES TO SELF-ASSESSMENT TEST

The partnership agreed that the self assessment test is an useful tool to start thinking about the attendance of the training course.

- Introduction: it is needed and it will be created in order to indicate that it represents the first step for attending the training course. Indication on "how to use it" will be given. Evaluation scale will be explained. Furthermore it will be explain that the test could be considered as a starting point and modified by organizations using it.
- Q.13, modification in "I try to keep cool in all circumstances and I'm able to deal with unusual situations and stay cool."

### **Presentations of the brochure's draft table of content and created content and discussion on the format and the brochure design project**

Proposed brochure's contents and design were plenary presented and discussed.

The partnership agreed the contents and the design project (e.g. shorten partner presentations, table with national ISTAT information, etc.) and the coordinator will prepare the final draft version of the brochure to be shared with the partnership by e-mail.

### **Summing up the day and closing activities**

**Ending time:** 5 pm



**Day 2**  
**20<sup>th</sup> of June**

**Meeting Location:** Ancona, via Saffi 4. COOSS Training Room „Aula Azzurra“

**Starting time:** 9:00 am

**Meeting Opening:** review of meeting objectives and agenda

**Presentation of the Sustainability Plan from the application form and discussion on the draft version of the Plan.**

The partnership discussed and contributed to the implementation of the Sustainability Plan as requested by the Polish National Agency. The project coordinator will prepare the new draft version to be shared with the partnership by e-mail.

PROPOSED INTEGRATIONS TO SUSTAINABILITY PLAN:

- Official project website
- Sub-web of partners
- Available for downloaded: e.g. Self-assessment test
- Publications
- Knowledge passed in organization
- Local partnership who will be informed: table with dissemination after the project
- Dissemination of the information after the project end
- Project Facebook Fan Page
- Searching for funds plan
- Project materials: each partner will print at least n.200 Brochures



## **Discussion on the project indicators**

The partnership discussed and contributed to the implementation of the Project indicators (Outputs, outcomes, impact on the staff, on the institution, on the target group and of the project at the local/regional/European level). It was underlined the need of efficient indicators in order to properly answer to the National Agency, to be well defined and shared with the partners in order to collect information: what to measure and how. The first step will be the collection of indicators by partners and the second step will be the collection of information about indicators by partners (impact on whom, indicators name and means of verification). The project coordinator will prepare the new draft version to be shared with the partnership by e-mail, partners contribution/feedbacks/input will be expected by the end of August.

## PROPOSED PROJECT OUTPUTS

- Partners presentations during the meetings
- Guidelines on personality of potential child carer
- Guidelines on skills requires to perform work as a child carer
- Recommended tools for recognition and validation of competences
- Scope of themes for the course modules
- Evaluation questionnaire
- Project website
- Sub pages on partners websites
- Leaflet
- Brochure
- Questionnaires for opinion polls
- Meeting reports
- Interim report
- Final report
- Project Skype meeting
- Evaluation Questionnaire submitted



### PROPOSED PROJECT OUTCOMES

- Exchange of ideas and good practice
- New work and international experience gained by participants
- Improved or new knowledge
- Improvement of language, intercultural communication, team – building skills of participants
- Establishment of networks/partnership

### **Presentation of the Dissemination Plan and dissemination activities in each country.**

#### **Discussion on the final dissemination activities, events**

The partnership discussed and contributed to the implementation of the Dissemination and the project coordinator will prepare the new draft version to be shared with the partnership by e-mail. Further partners contribution will be requested by e-mail.

#### **Discussions: reports in the project and questions for the Final Report to the NA**

The partnership discussed and agreed decisions concerning the final project evaluation and report, the reports from dissemination activities and the financial reports.

#### **Summing up the day, closing activities:** organizational issues and meeting evaluation

**Ending time:** 1.00 pm