



VRTEC JELKA

Glavarjeva ulica 18 a
1000 Ljubljana
Slovenia



Ustanoviteljica
Mestna občina
Ljubljana



Erasmus+



E+ WHAT'S UP IN EDUCATION PROJECT

COORDINATION PROJECT MEETING

Slovenia - Ljubljana – VRTEC JELKA – KINDERGARTEN JELKA
From 23rd of January and 24th of January 2018

Meeting aims:

- *sharing the results of the job shadowing experiences (processing of observation forms),*
- *making the point on the transferred practices, and on the ones still, to be transferred,*
- *Re-planning of the activities, dissemination planning and the processing of final evaluation instruments.*

MONDAY, 22nd of January 2018 - Arrival partners

20.00 Optional dinner in the city centre – Druga Violina (*by each participant about 15€*)

TUESDAY, 23rd of January 2018

8.15 Pick up you up from the hotel and guide you to the kindergarten with City bus.

9.00 – 12.30 Welcome in kindergarten Jelka

Sharing the results of the job shadowing experiences according to the Observation Card
PowerPoint presentation by each partner and following discussion

12.30 – 13.30 Lunch break

13.30 – 16.00 **Sharing the results of the questionnaire about the evaluation of job shadowing experiences:**

- Making the point on the transferred practices already adopted.
- Making the point on the good practices not yet transferred but to be.

19.30 Dinner in the city centre (traditional Slovenian food - provided by kindergarten Jelka)

WEDNESDAY, 24th of January 2018

9.00 – 11.00 **Planning of the ongoing project activities** in each partner country:

- Good practices transferring
- Local seminars.

11.00 – 12.30 **Planning of dissemination activities**

12.30 – 13.30 Lunch break

13.30 – 15.30 **Planning of project meeting in Italy**

15.30 - 16.00 **Meeting conclusion**

THURSDAY, 25th of January - Departure partners

LET'S PREPARE FOR THE MEETING:

- **SHARING THE RESULTS OF THE JOB SHADOWING EXPERIENCES** according to the Observation Card
Each partner prepares a PowerPoint presentation according to the PowerPoint template attached. In the power point, for each focus area we identified the most important aspects (taken from Observation card). The idea is to fill in **only** the parts with the most significant observations, in order to highlight the most interesting aspects of the experience.
- **SHARING THE RESULTS OF THE QUESTIONNAIRE ABOUT THE EVALUATION OF JOB SHADOWING EXPERIENCE**
Each partner files in the file attached.
There are inserted the scores and the averages.
 - Making the point on the transferred practices already adopted (see power point)
 - Making the point on the good practices not yet transferred but to be (see power point)**Template documents were kindly prepared by coordinating country - Italy.**
- **PLANNING ACTIVITIES:** (ongoing project activities, dissemination, evaluation...) each partner thinks and prepares ideas for sharing and discussion at the meeting.

MORE USEFUL INFORMATION

Expected weather: <https://vreme-si.com/vreme-ljubljana.php>

<https://www.accuweather.com/en/si/ljubljana/299198/daily-weather-forecast/299198?day=6>

About Slovenia: <https://www.slovenia.info/en>

<https://www.lonelyplanet.com/slovenia>

About Ljubljana: <https://www.visitljubljana.com/en/visitors/>

URBANA CITY BUS TICKETS will be provided by kindergarten Jelka – free of charge for participants – for everyday transport from hotel to kindergarten and back.

Lunch and coffee breaks will be provided by kindergarten Jelka.

Transfer from Ljubljana's airport: <https://www.markun-shuttle.com/en/index.html>

Emergency phone number: Petra: +386 30 661 554