



PEER REVIEW

Work agenda

PEER REVIEW

at: _____ ITE "E. CARUSO "NAPLES _____
 visit date (2,5 days): _ 28-30.05.18 ____

1st day: Monday 28 May 2018

| times | Activities | Participants |
|--------------------|---|--|
| 15, 00- 15.45 | Welcome by the Manager, Facilitator, and the Institute Staff Presentation of the institute Visit of the institute : knowledge of the structures and activities. | Peer group Manager , Facilitator , Staff of the Institute (collaborators,) DSGA, President of the Institute Council,representation of territorial partners) |
| 15.45-16.15 | Presentation of the project by the Peer Coordinator ,purpose of the visit , organization of the agenda and workspaces , tools, documentation | Peer group Manager , Facilitator, Staff of the Institute (collaborators,) DSGA, President of the Institute Council, representation of territorial partners) |
| 4.15pm - 4.45pm | Presentation of the <u>Self-Report</u> by the Manager and Facilitator of the institute . | Peer group Manager , Facilitator, Staff of the Institute |
| 4.45pm - 5.30pm | Focus group to the entire staff of the institute | Peer group Manager , Facilitator, Staff of the Institute |

2nd day: Tuesday 29 May 2018

| times | Activities | Participants |
|--------------|--|----------------------------|
| 8.30 - 9.30 | Meeting of the Peer group for the organization of the day | Peer group |
| 9.30 - 10.30 | First interview with <u>4 teachers</u> , 2 for each group of tandem peers) | Peer group + 4 teachers |



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| 10.30 -11.00 | Break | |
| 11.00 - 11.30 | Analysis among the Peer group (Compilation interviews) | Peer group |
| 11.30 - 12.00 | Second interview (<u>4 students</u> , 2 for each group of tandem peers) | Peer group + 4 students |
| 12.00 - 12.30 | Analysis among the Peer group (Compilation interviews) | |
| 12.30 - 13.00 | Third interview (<u>1 territorial partners</u> , <u>1 family</u>) | Group of Peers + + territorial partner + family |
| 13:00 | Lunch | |
| 14 -14.30 | Fourth Interview (Instrumental Function PTOF / System Figure) | Peer group + FS |
| 14.30 - 15.15 | Analysis among the Peer group (Coming interviews) | Peer group |
| 15,30-16,00 | Analysis between the Peer group and the Facilitator and file collection and management | Peer Group and Facilitator |
| 16:00 to 18:00 | Completing interviews and final report Organization next day | Peer group |

3rd day: Wednesday, May 30th 2018

| times | Activities | Participants |
|---------------|---|--|
| 8.30 - 10.30 | Preparation Final report Revision visit between Peers | Peer group |
| 10.30 - 11.00 | Activity/class observation | Peer group |
| 11.00 -11.30 | Break | |
| 11.30 -12.00 | Coordination meeting with Facilitator | Peer group, Facilitator |
| 12.00 -13.00 | Analysis among the Peer group (Compilation interview) Preparation of feedback to be given to the staff of the institute | Peer group |
| 13:00 | Lunch | |
| 14.30 - 15.00 | Internal analysis and Meta Reflection | Peer group |
| 15.00 - 16.00 | Feedback with the staff of the institute | Peer group and Staff of the Institute (instrumental functions, collaborator iori) |