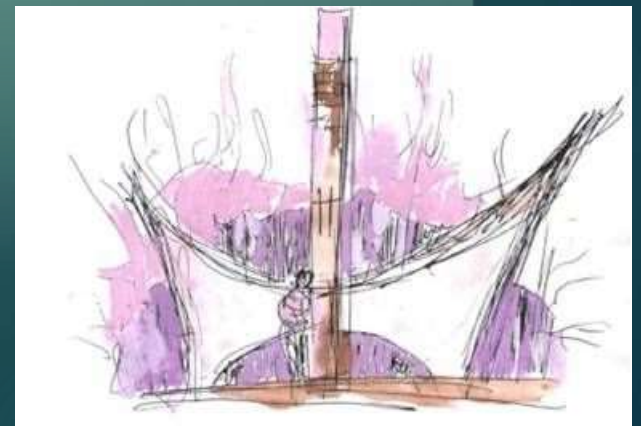


ECVET
in Zespół Szkół Ponadgimnazjalnych
(Complex of secondary schools)
in Chojna, Poland



Hotel management and catering students during apprenticeships in Malta, England and Germany.





How do you design and write learning
outcomes for mobility?




Learning outcomes are based on:

- ▶ core curriculum of vocational training and school curriculum,
- ▶ employers' requirements regarding skills, abilities and knowledge of trainees,
- ▶ the necessity of tailoring the learning outcomes to the real possibilities of students and employers' needs.

How learning outcomes are written?

- ▶ more complex skills are divided into single tasks which can be assessed and validated. They are defined according to professional tasks such as 'booking hotel services'.
- ▶ learning outcomes function in the following categories: knowledge, skills and abilities, personal and social competences which should be acquired during mobilities.



How do you develop and agree with all the partners involved in the mobility on the criteria for the assessment, transfer, validation and recognition of the learning outcomes that learners acquire abroad?

Criteria of the assessment and transfer of learning outcomes:

- ▶ clear criteria are agreed at meetings and through exchange of e-mails (0 – 1 system),
- ▶ sending and host institutions agreed upon a person directly responsible for the assessment of each trainee, time and method of assessment,
- ▶ the results of the assessment are documented in individual learning outcomes chart, where their knowledge, skills and abilities as well as competences for separate tasks are being noted,
- ▶ further validation and recognition of learning outcomes is based on this description of learning outcomes .

Validation and recognition of learning outcomes:

- ▶ it takes place in sending institution (school) after the apprenticeships,
- ▶ validation requirements were described in the curriculum agreement,
- ▶ documentation is checked to assess whether learning outcomes units for each qualification are achieved,
- ▶ after validation each trainee receives an official certificate to confirm that knowledge, skills, abilities and competences acquired abroad are accepted and can be accumulated as part of certain qualification.

How are the mobility periods and the acquired learning outcomes integrated into the learning pathway of VET students at national level?

- ▶ the mobility is recognised by school as a compulsory work experience,
- ▶ this part of curriculum is not done at school again. Learning outcomes are evaluated by teachers of vocational subjects and hotel managers.

Sample documentation

Annex 1: Individual student achievement card

Student's name:
class III TH (third grade)

Observation of learning outcomes card:

I. UNIT OF LEARNING OUTCOMES : student maintains cleanliness and order in the housekeeping section				
KNOWLEDGE	SKILLS	COMPETENCE	POINTS	RESULT
student knows:	student can:	student is able to:		
- equipment of a housing unit	- suplement a housing unit with proper equipment - handle the devices in a housing unit	- obey the rules of culture and aesthetics in a housing unit	0-1	
- procedures of cleaning in residential and common part of the hotel	- perform clearing tasks in residential and common part of the hotel - prepare a residential unit for a guest - sort laundry by destination - take and implement guests' orders concerning housekeeping in residential part	- be frank and communicative and hard-working	0-1	
- tech techniques of cleaning rooms occupied and left by	- clean rooms occupied and left by guests	- participate in teamwork, -handle stress,	0-1	

PROJECT
„FROM TRAINING TO WORK”
ERASMUS+ Programme
CURRICULUM AGREEMENT

Concluded between
the sending home institution and the host institution and learners

SENDING INSTITUTION

Name of the institution	Zespół Szkół Ponadgimnazjalnych w Chojnie
Address	Dworcowa 3, 74-500 Chojna
Country	Poland
Telephone	+48914142029
E-mail address	zsp1@zsp1chojna.pl
Website	www.zsp1chojna.pl
Name of the coordinator	mgr Janusz Cezary Salamonezyk
Function of the coordinator	English teacher
Coordinator's email address	cezka@interia.pl
Coordinator's telephone number	+48 603 750 639

HOST INSTITUTION

Name of the institution	The Grange at Osborne Hotel & Restaurant
Address	Osborne, Sherborne Dorset, DT9 4LA
Country	United Kingdom
Telephone	+44 1935 813463
E-mail address	reception@thegrange.co.uk
Website	www.thegrangetosborne.co.uk
Name of the supervisor	Jonathan Fletcher

Function of the supervisor	Manager
Supervisor's email address	jonathan@thegrange.co.uk
Supervisor's telephone number	+44 1935 813463

STUDENT

Name and surname/ grade/ school	Agata Plocha / second grade of hotel management technical school / Zespół Szkół Ponadgimnazjalnych w Chojnie
Address	74-500 Chojna, ul. Węzłowa 9a/3
Country	Poland
Telephone	+48782175304
E-mail address	gwiazdeczka6@vp.pl
Sex	female

Planned dates of the beginning and concluding the internship: 12.07.2015-09.08.2015

The outline of mobility:

The "From training to work" project consists of 4-week internships for 6 students in grades second and third of Technical School in hotel management profession, which are part of the Zespół Szkół Ponadgimnazjalnych in Chojna. Internships will be held in hotels in England. Student's internship will take place five days a week, 8 hours a day. Trainee is entitled to two days off a week. During their stay students will be taken care of a supervisor from the host institution, which will support the learning process

Evaluation and verification of trainees will be performed by a supervisor of the host institution. Judging will take place in the workplace at different positions through systematic observation. The learning outcomes will be stored in individual assessment card of each student which will include the knowledge, skills and competencies for individual units of learning outcomes required of students on internships. Validation and recognition of learning outcomes will occur after trainees return to the home institution. The basis of the validation will be individual student achievement card, which will determine whether the appropriate competencies - units of learning outcomes required for the qualification have been achieved

Thank you for your attention

