SERA Project

Project n° 580247-EPP-1-2016-1-FR-EPPKA3-IPI-SOC-IN
Grant Agreement n° 2016-2639 with Amendment n° 001/003
6th SERA Meeting – Ankara (TR)
January 08-09, 2019

DAY 1

Opening of the 6th SERA transnational meeting with Welcome from AMEM legal representative
Introduction of new Turkish local project coordinator (TR)
Quick presentation of all participants involved in meeting (round table)

- Presentation of SERA Cycles 1 - 2 – 3 (FR/ES)
- Feedback from SERA partners on testing period (September – December 2018) with presentation of sequences that need revision.
- Reminder of tool V1 for monthly reporting on SERA sequences, then presentation of tool in its V2 as proposed by Belgian team (FR/BE)

Lunch in "Aspava Restaurant, in Emek (nearly 5 minutes by car from the office - AMEM will organize the transfer)"

- Each SERA partner will explain what he did since Hasselt in regard of tested sequences and implementation period
- Introduction of SERA extended programme in its full process (FR)
    - Introduction to CITI-VAL project's content
    - Introduction to READY... GO project's content
- What is needed to complete full SERA process?

It was agreed through ANKARA programme that 6th SERA meeting will be opened by some AMEM representative(s) as, during the 2 previous years of project development SERA partnership already passed, on behalf of Turkey, 3 different managers with 6 and 7th project coordinators. It would have been a reinsurance act of interest to see some management stating that they were still interested in SERA and that they take the decision to now go ahead without any further changes till the project' end by next May31, 2019.

☞ 1st point of the Day 1 agenda

- As planned, we started to present the 3 SERA cycles that have been ready by Spanish and French partners from end of May till end of September 2018. But starting the presentation, we realized that the 2 new Turkish coordinators were not aware at all of the past steps of SERA development. So, the decision was taken to go back and to make a quick panorama of how the SERA project has run during last 24 months. We started by proposing to Malta to present a quick summary of the data collection analysis but the staff involved in this task was not really ready to do it; fortunately, his colleague was able to brush some main ideas. Then the Belgian partner explained the academic part on how the topics of sequences to be designed were identified based on state of art realized by MT; they referred to Maslow and Pinto pyramides, explained the different fields (5) as well as the themes to be considered for needs (primary, secondary, ...). Finally, even if late, we came to the point where France with Spain were able to explain how were organized the SERA cycle 1, then Cycle 2 and finally 3. Partners were fully satisfied to be able to confirm that deadlines were fully respected that were May 31 (Cycle 1), September 15 (Cycle 2) and September 30 (Cycle 3) 2018.

☞ 2nd point of the Day 1 agenda

- It was time for partners to give feedback on SERA Cycle 1 implementation; further to each feedback, it has been asked to each partner to submit to the FR coordinating organization (*see Action notes*) a written note to explain the context of SERA Cycle 1 implementation in each national environment.
  - MT first explained that her contact with new prison manager was not so good and that all education programmes in the prison of Corradino are more or less in stand-by;
  - TR (psychologist from Ministry of Justice) presented a PPT with main goals and results of the implementation he leads with 12 inmates. He explained the criteria for recruiting these learners and talked about the necessary adaptations he has to make to some sequences because of cultural points. He also presented sequences he has not been able to teach because of lack of materials, involvement of Human resources, ... He precised too that role playing exercises are very difficult with Turkish inmates as they questioned their identities.
    Number of hours per week: 4 hours (Friday and Saturday).
  - BE presented his main guidelines and difficulties as well as the specific environment SERA Cycle 1 was implemented (detention centres and

institution for orientation hosting minors). The Belgian partner also presented the assessment tool used by learners to give feedback on sequences and partners were very interested in it (*see Action notes*). The Belgian partner did implementation on 3 different environments so he has matter to explain difficulties that were faced, as well as satisfactions from teaching interlocutors.

Number of hours per week: 30 hours.

The Belgian institutions designed a model of certificate to certify the attendance of learners to courses (*see Action notes*)

- ES explained how they run the implementation inside the prison of Almeria even if they have none radicalized target group. They made a lot of adaptations that were necessary; they also faced, during implementation period, 2 strikes from prison staffs that did not allow teachers to enter the prison, as well as 2 periods of holidays (November then Christmas).

Numbers of hours per day: 4 instead of 2.

The Spanish partner also creates a certificate to attest the attendance of learners; these certificates were distributed during a special event were teachers, prison personnel and management were invited. It has been also the occasion for learners to present their works and productions.

- Hereunder are some comments made either by learners or by teachers:
  - ✓ we became a new team (BE)
  - ✓ we will rethink our way to work even if we do not use SERA in future (BE)
  - ✓ "Yes we can" (BE)
  - ✓ it was a fresh wind (BE)
  - ✓ there are sequences that we would never have thought (BE)
  - ✓ too much reflection exercises for youngster (BE)
  - ✓ need more individual exercises (BE)
  - ✓ we learn to listen and to respect other opinion (ES)
  - ✓ already finished? I want more (ES)
  - ✓ teamwork was very interesting (ES)
  - ✓ final feeling of usefulness (ES)
  - ✓ activities are different from normal ones (ES)
  - ✓ I felt "to be helped" (ES)
  - ✓ SERA is a duty to myself (ES)
  - ✓ It strengthens values (ES)
  - ✓ Fables were much appreciated (ES)
  - ✓ …

Due to comments from implementors, partners felt necessary to add one point (to the agenda to start Day 2) that was the revision of sequences that were asked to be adjusted through feedback on reporting fiches.

☞ 3rd point of the Day 1 agenda

FR made a report of all appointments between July and December 2018 with Ministry of Justice (Protection of minors and prisons department), Ministry of Education, Foreign office affairs in regard of security, Judges from counter terrorism.

FR also touched on the intervention made on November 07, 2018 at the 8th PC-CP Plenary Session of the Council of Europe, talking about the attentive listening to SERA. Further to all main appointments and to feedback from Council of Europe, FR developed then how SERA programme could be included in a whole process of IN/OUT with guidance based on confidence and continuity.

Day 2

- Works on following documentation
  - Manual for user
  - Evaluation

- Certification of SERA cycles
  - Debate about certificates (with ES/FR models)

Lunch in AMEM Institution Cafeteria

- How to prepare last financial documentation to report
- SERA videoconference
- Preparation of next and last transnational meeting in Malta

☞ 1st point of the Day 2 agenda

As wrote before, partners from feedback on implemented sequences felt necessary to work on revision of some sequences. Due to the fact that sequences were tested in different places, and that all creators were there, partners involved decided for type of revisions (*see Action notes*).

☞ 2nd point of the Day 2 agenda

The Manual of User in its 1st draft version has been amended. Partners, with support of SERA implementations, were able to write "**Recommendations to Management of Prisons, Detention facilities and another place were SERA will be used**". Other changes were preconized that will appear progressively in future versions of SERA Manual of User (*see Action notes*).

☞ 3rd point of the Day 2 agenda

FR presented to partners a grid to assess new transversal and key competences developed by learners based on VALMOPRIS/REVEAL tool (*see Action notes*) when finishing SERA progamme. If validated this tool will complement the Certificate of attendance already presented.

☞ 4th point of the Day 2 agenda

PSG Meeting

FR as coordinating organization responsible for final reporting to EC explained how

- they would like SERA partners to organize a periodic financial reporting for January 31, 2019 (*see Action notes*)
- things will occur during next and last SERA meeting in Malta. A note will be sent to SERA partners (*see Action notes*).

TR has to clear its ECAS/PIC problems due to legal representative and LEAR changes; none transfer of money will occur till their situation is not formally cleared.

Next Meeting in MALTA

Next meeting in Malta is confirmed for **April 24-26, 2019** (with arrivals on 23, and departures on 27 -*if possible 26 but with flights taking off not before 6 pm*-).

MT coordinator, as next and last hosting organization, showed the place where participants will stay. She asked partners to organize ASAP their individual booking directly with the hotel referring to SERA Group (*see Action notes*).

https://www.qawrapalacemalta.com

Don't be too long to book the hotel as room prices already increased a few days ago. Please check.

SERA ending Conferences with shared videoconference

Ending conference including Videoconference: pre-programmed date of April 03, 2019 is no more possible because TR and MT participants will be abroad. New date has to be found that could be in May 2019 but **we must really take care of dates for last expenses/invoices due to the May 31, 2019** that is date for project closure (*see Action notes*).

Alternative to be confirmed by ES could be **Wednesday 29 May 2019**.

For what concerns the VIDEOCONFERENCE shared part, a specific agenda will be proposed by FR as coordinating organization with a pre-agenda (*see Action notes*).

MT proposes to use ZOOM https://zoom.us/meetings
as digital support as they used it recently and connections appears to be of good quality.

ACTION NOTES to be submitted to FR coordinating organization

- **By returned message / ASAP**

  ① **ES** has to confirm if date of Wednesday May 29, 2019 is suitable for SERA mutual ending conferences *(BE-FR-MT-TR already agreed on that date)*

  ② SERA is "a duty to myself" (sentence to be cleared by **ES**)

  ③ For next meeting in Malta, SERA partners are kindly asked to book their rooms by themselves by sending a mail to
  reservations@qawrapalacemalta.com
  with reference to SERA Project.
  Hotel website is https://www.qawrapalacemalta.com

- **By January 31, 2019**

  ① **BE-ES-FR-MT-TR**: each partner will write a note explaining how they organized (or not) the implementation of SERA Cycle 1 (institutions, criteria to identify trainers / learners for implementation, environment and hours for implementation, feedback, required adaptations with reasons, final party, …).
  BE-ES will send photos of last final party (with respect to individual authorizations)

  ② **ES-TR** needs to complete, with implemented sequences, the V2 board Belgian team presented to supply the 1st version validated during Hasselt meeting to give monthly feedback on tested sequences

  ③ **BE** to send the model of certificate that was used in both institutions to certify the attendance of learners to SERA Cycle 1

④ **BE** to translate into English then to send the tool that was used in the two Belgian institution to measure satisfaction in regard of sequences' contents

⑤ **PSG meeting: BE-ES-MT-TR** will send to FR coordinating organization
   ☞ **Timesheets for all staffs as involved till December 31, 2018**
   ☞ **All expenses after Hasselt (BE) meeting (already stated) till Ankara (TR) meeting by January 08-09, 2019**

Financial documentation has to be sent on SERA supports that have been fixed and presented during kick-off seminar in January 2017. If OK, next transfers of money should be organized during second half of Feb. 2019.

TR still has to clear its ECAS/PIC problems due to legal representative and LEAR changes. Unfortunately, none transfer of money can be ordered till this situation is not fully and formally satisfactory.

- **By February 15, 2019**

① **Following revision of SERA Cycle 1 sequences have to be made**
   ☞ **BE**
   - S2 (more exercises + change title)
   - P18 (enrich the content and make recommendations to the trainer) Caution with Activities 3 and 4 that are identical
   - E11 (recommendations to the trainer on the need to distance learners from each other for individual respect in the exercise)
   - E1 (content to be developed)
   ☞ **ES**
   - E13 (to be revised following BE/TR comments)
   - S7 (time is really too long so have to develop content so to keep the sequence length + change title into "YES TO EQUALITY" and add definitions of racism, prejudice, …)
   - S13 (to add for each activity, after the game, time for feedback on the activity)

☞ **FR**
  - E2 (revision of time with added content)

☞ **TR**
  - P31 (sequence to be revised about Anger management)

② SERA Manual for user

☞ **FR** will write the "RECOMMENDATIONS to MANAGEMENT" that appears to be mandatory after SERA 1st cycle implementation

☞ **MT** will revise the "ASSESSMENT and RECOGNITION METHODS" part of the Manual as well as "PROFILE of ACTORS" (in its part relative to BOUNCE)

③ VALMOPRIS/REVEAL grid to assess transversal and key competences developed by SERA learners

☞ **ES** (as school team in prison directly involved with SERA target group) will read and check if VALMOPRIS tool can be used as an assessment tool in the context of SERA; ES will give feedback on the already written content and let know if revisions are required.

If positive feedback from ES,

☞ **BE** will write, on same model, the scale for "EMPATHY"
☞ **TR** will write, on same model, the scale for "CIVIC and SOCIAL COMPETENCES".

- **By end of February 2019**

☞ **FR** coordinating organization will send a note to SERA partners to precise which financial documentation has to be brought to last transnational

meeting in MT in ORIGINAL + one set of copies (to be certified as true copies to originals). CAUTION: Originals will stay with SERA partners.
- ☞ **FR** coordinating organization will send a note to describe and give explanations about CONFERENCE with shared VISIOCONFERENCE.

- **By end of SERA project**

    - **FR**: SERA partners asked that SERA cycles 1 – 2 – 3, when printed on paper version, get their own paging.