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P1
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Name of PP: **Vaslui County School Inspectorate**
Name of P1: **Galati County School Inspectorate**
Project code: **PN2018**
Financing contract number and date : **1/30.10.2020/N**
Project implementation period : **30.10.2020-30.04.2023**

1.PROMOTER-VASLUI COUNTY SCHOOL INSPECTORATE

No. crt.	Operation	Surname and Name	Position in the project team/PP	Signature
1.	Elaboration	Flueraş Gheorghe	Assistant project manager	
2.	Checking	Nicoară Mihaela	Project Finance Officer	
3.	Approval	Mihnevici Landiana	Project Manager	

2.PARTNER-GALATI COUNTY SCHOOL INSPECTORATE

No. crt.	Operation	Surname and Name	Position in the project team/P1	Signature
1.	Checking	Ghetau Florin	Assistant County Project Coordinator	
3.	Notify	Chirac Maria Alis	County Project Officer	

Recruitment procedure and selection of the target group-pupils

CONTENTS

Cap.I. General provisions.....	pag.3
I.1. Aim of the methodology.....	pag.3
I.2. Main project activities.....	pag.3
Cap.II. Pilot schools and target group-pupils.	
II.1. Pilot schools.....	pag.3
II.2. Structure of the target group-students.....	pag.3
II.3. Selection of the target group-pupils.....	pag.3
Cap.III. Organisation and conduct of the target group-pupil selection process.	
.....	pag.3
III.1. Selection Committee.....	pag.3
III.2. Tasks of the selection panel.....	pag.4
III.3. Selection criteria.....	pag.4
Cap.IV. Target group selection stages.....	pag.5
IV.1. Submission of applications.....	pag.5
IV.2. Contents of application files.....	pag.5
IV.3. Evaluation of files.....	pag.5
IV.4. Selection results.....	pag.5
Cap. V. Final provisions.....	pag.6

Cap.I.General provisions

I.1. This procedure has been elaborated for the recruitment and selection of the target group of pupils, according to Activity 3 - Information campaign, selection, recruitment and animation of the target group within the project PN2018 - "A school for all and for everyone!", carried out by the Vaslui County School Inspectorate as Promoter and by the Galati County School Inspectorate as Partner 1 during the period 30.10.2020-30.04.2023.

I.2. Remedial/excellence activities, counselling and career guidance, as well as non-formal and informal extracurricular educational activities are organised to achieve the overall objective of the project. The project also aims to increase the pass rate of these students in the national assessment exams and to improve access to secondary education.

Cap.II. Pilot schools and target group-pupils.

II.1.Pilot schools

The pilot schools selected at the drafting stage, based on a rigorous needs analysis, are:

- In Vaslui county;
 1. "Dimitrie Cantemir" Secondary School Vaslui;
 2. Secondary School "M. C. Epureanu" Bârlad;
 3. "Ion Murgeanu" Secondary School Zorleni village, com. Zorleni;
- In Galati county;
 - 1.Scoala Gimnaziala nr. 16 Galati;
 - 2.Scoala Gimnaziala, sat Ungureni, com. Munteni;

II.2. Structure of the target group-students

The target group of pupils has the following structure:

- In Vaslui county;
 - 175 rural children (Zorleni commune with its component villages);
 - 25 children from Bârlad;
 - 50 children from Vaslui;
- In Galati county;
 - 165 children from Ungureni village, Munteni commune;
 - 60 children from Galați.

II.3. Selection of the target group-pupils

The target group will be recruited and selected from the 5 pilot schools according to the list in Article II.1 and the structure of the target group-pupils described in Article II.2 of this procedure.

Cap.III. Organisation and conduct of the target group-target group selection process

III.1.Selection committee

Selection is carried out in each pilot school by a committee appointed by decision of the project manager for PP and the county project coordinator for P1. The commission will have the following composition:

- President/local project coordinator/director;
- Members: 3-5 teachers in local project teams (depending on the number of members);
- Secretary : 1 member of the local project team;

- Monitor : assistant project manager for PP and assistant county project coordinator for P1.
- **III.2.Tasks of the selection panel**

The main tasks of the selection committee are:

- participants evaluation;
- drawing up the selection report;
- centralisation of evaluation results;
- displaying selection results;
- resolving possible disputes;
- publication of the list of final results;
- the preparation of the selection activity report.

Persons involved in the evaluation of applications for selection will respect the following rules:

- perform their duties honestly, fairly, in good faith and responsibly;
- will evaluate on the basis of established criteria;
- will make impartial assessments;
- will be objective in the evaluation;
- will maintain confidentiality throughout the evaluation;
- will ensure transparency of selection decisions;
- will comply with established procedures and deadlines.

III.3.Selection criteria

III.3.1. The selection of pupils in the target group will be made in compliance with the principle of equal opportunities and non-discrimination and will be carried out without conditions, distinctions, exclusions, preferences, restrictions based on race, nationality, ethnicity, language, religion, beliefs, special needs and other criteria which may lead to acts of direct or indirect discrimination.

III.3.2. Administrative criteria

The administrative criteria are:

- completion of the questionnaire (annexed to this procedure);
- submission of the file with supporting documents according to the selection timetable (annexed to this procedure);

Students who are informed and wish to be part of the target group will fill in a questionnaire and submit a file with documents to the school secretariat, according to the selection timetable. The criteria will be marked with PASS/FAIL.

III.3.3. Eligibility criteria

The eligibility criteria are:

- citizen domiciled or legally residing in Romania;
- student in grades V-VIII in the school year 2020-2021 at one of the 5 pilot schools in the project;
- school results, regular attendance at classes; minimum grade point average 9.00 in sem. I of the school year 2020-2021;
- belonging to a vulnerable group (pupils with a precarious material situation, pupils with parents living abroad/detention; pupils from families with special social circumstances; pupils from single-parent families; pupils with special educational

needs; institutionalised/care pupils; Roma pupils, pupils in other special circumstances);

- interest and motivation for participating in the project expressed in the questionnaire filled in when submitting the application;
- interest in continuing studies at high school.

Students informed who wish to be part of the target group must meet the selection criteria set out in this procedure. The criteria will be marked as PASS/FAIL.

III.3.4. Relevance criteria:

The following aspects will be marked: study conditions (school and year of study)-20 p; interest and motivation-20 p; learning situation, discipline and attendance-20 p; belonging to a vulnerable group-30 p; interest in continuing studies-10 p. The evaluation grid for the students' files is attached to this procedure.

Only applications that have been awarded a PASS in the Administrative and Eligibility criteria will be assessed for relevance. The final score obtained is the average of the scores awarded by the members of the committee.

Cap.IV. Target group selection stages

IV.1. Pupils wishing to be part of the target group will have to fill in a questionnaire and submit a file with documents to the secretary's office of the selected school in which they study between **17.05.2021-21.05.2021**.

IV.2. The application file for the target group selection process will contain:

- completed questionnaire;
- Identity card (in copy with original);
- birth certificate (in copy with original);
- certificate of membership of the target group, issued by the school, which will contain information on the year of study and the pupil's results in teaching, attendance and discipline;
- documents proving membership of a vulnerable group (documents relating to the pupil's material situation, the existence of special educational needs, membership of another ethnic group, etc.)

IV.3. Evaluation of applications will take place from **22.05.2021-25.05.2021**.

IV.4. Selection results will be posted on the PP and P1 website and at the premises of each pilot school by 25.05.2021 at the latest. The selected students will complete and submit the following documents to the already existing file between **25.05.2021-31.05.2021**:

- declaration of commitment completed and signed by the pupil and parent/guardian/legal representative;
- declaration on the processing of personal data completed and signed by the student and the parent/guardian/legal representative;
- double funding declaration completed and signed by the student and the parent/guardian/legal representative (if the student is a minor).

These documents will be made available to pupils and parents/guardians/legal representatives by PP, P1 and the pilot schools.



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Cap. V. Final provisions

V.1. Within 3 working days of the completion of the evaluations, the selection committees will draw up a selection report. The report must include:

- date and place of the evaluation session ;
- committee composition;
- brief description of the evaluation process;
- list of final evaluation results.

V.2. The files of the pupils in the target group, accompanied by all the documents drawn up by the selection committees, signed by all the members, the reports of the committees accompanied by the final lists are part of the project documentation and will be managed according to the decision of the project management team and archived according to the legal provisions.



INSPECTORATUL
ȘCOLAR JUDEȚEAN VASLUI