



Norway
grants

PP
No...../.....



P1
No...../.....

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	



INSPECTORATUL
ȘCOLAR JUDEȚEAN VASLUI

Recruitment and selection procedure for the target group-parents of pupils in the target group

CUPRINS

Cap.I.General provisions.....	pag.3
I.1. Aim of the procedure.....	pag.3
I.2. Main project activities.....	pag.3
I.3. Thematic training course.....	pag.3
Cap.II.Target group	
II.1.Pilot schools.....	pag.3
II.2. Target group structure.....	pag.3
II.3. Selection procedure	pag.3
Cap.III. Organisation and conduct of the target group selection process.....	pag.4
III.1. Evaluation and Selection Committee.....	pag.4
III.2. Main tasks of the evaluation and selection committee.....	pag.4
III.3. Selection criteria.....	pag.4
III.4.Selection stages.....	pag.5
Cap. IV.Final provisions.....	pag.6



Cap.I.General provisions

I.1. This methodology has been developed for the recruitment and selection of the target group-parents, according to Activity 6-Implementation of training programs for parents, within the project PN2018 - "**A school for all and for everyone**", carried out by the Vaslui County School Inspectorate as Promoter and the Galati County School Inspectorate, during the period 30.10.2020-30.04.2023.

I.2. In order to achieve the general objective of the project, another target group is the parents of the pupils in the target group of the 5 pilot schools (100 parents, 50 from each partner county) who will participate in formal and non-formal training in parenting education.

I.3. The training course is structured as follows:

-2 sessions of course/trial, with 25 participants/session/trial on "Parenting education"

Cap.II. Pilot schools and target group-parents

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, Zorleni commune;
- In Galati county
 - 1.Secondary school no. 16 Galati;
 - 2.Secondary school, Ungureni village, Munteni commune;

II.2. The parent target group has the following structure:

-**100** parents of pupils in the target group from the 5 pilot schools mentioned in art. II.1. of this procedure (50 from each county), distributed proportionally according to the number of pupils in each pilot school, including 25 parents of pupils with SEN:

- In Vaslui county
 - 25 parents from rural areas (Zorleni county with its component villages), including 7 parents of students with SEN from the target group;
 - 15 parents from Bârlad, including 4 parents of students with SEN from the target group;
 - 10 parents from Vaslui, including 4 parents of students with SEN from the target group;
- In Galati county
 - 35 parents from Ungureni village, com. Munteni, including 6 parents of students with SEN from the target group;
 - 15 parents from Galati, including 4 parents of students with SEN in the target group

II.3. Selection procedure. 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-parents described in Article II.2 of this procedure.

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

III.1. Selection is carried out by evaluation and selection committees appointed by decision of the project manager, one in each pilot school. The committees will be composed as follows:

The 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 committee will be composed as follows:

- President/local project coordinator/director;
- Members: 3 teachers in local project teams;
- Secretary : 1 member of the local project team;
- Evaluator : assistant project manager for PP and assistant county project coordinator for P1.

III.2. The main tasks of the evaluation and selection committee are:

- evaluation of participants;
- drawing up the evaluation and selection report;
- centralisation of evaluation results;
- displaying selection results;
- 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

The selection of parents from the target group will be made in compliance with the principle of equal opportunities and non-discrimination and will be carried out without conditionings, distinctions, exclusions, preferences, restrictions based on race, nationality, ethnicity, language, religion, beliefs, special needs and other criteria that may lead to acts of direct or indirect discrimination, taking into account the priorities and indicators specified in the project, as well as the numerical distribution within the target group (max. 25 participants/training session, from each pilot school).

III.3.1.Administrative criteria

The administrative criteria are:

- completion of the application documents (annexes to this procedure);
- the deadline for submitting the application file.

Parents wishing to be part of the target group will complete the application documents and submit the file according to the specifications of this procedure and the selection timetable.

-application;



-registration form.

III.3.2. Eligibility criteria

The eligibility criteria are:

- citizen residing or legally residing in Romania, Vaslui county/ Galati county;
- parent of a pupil in the target group in the school year 2020-2021 in one of the 5 pilot schools mentioned in Chapter 1. II, art. II.1 of this procedure;
- membership of the target group and its priorities, without exclusion based on age, gender, residence background;
- compliance with the principle of avoiding double funding (participation in similar/identical training programmes through other types of projects in the last 12 months).

III.3.3. Relevance criteria

The following aspects will be noted: inclusion in the target group - 20 points; willingness to participate expressed in an application (attached to this procedure) - 30 points; needs and motivation - 20 points; belonging to the priority category of the target group (parents with more than one child in the education system, parents of pupils of Roma ethnicity/with SEN, parents with a particularly difficult material situation, etc.) - 30 points.

The evaluation grid for the application forms is annexed to this procedure.

Note: If more than one application meets the eligibility criteria for selection, the first come, first served principle will apply, depending on the date and time of receipt of the application file..

III.4. Selection stages

III.4.1. Registration and submission of applications is done by filling in the documents provided by the pilot schools and submitting them to the local project coordinator or a member of the local project team designated in the absence of the local coordinator:

-Application;

-Registration form

III.4.2. Applications must be submitted from 01.06.2021. The deadline for submission of applications is 11.06.2021.

III.4.3. The evaluation of applications will take place from **12.06.2021** to **15.06.2021**.

III.4.4. Selection results will be posted on the Promoter and Partner 1 website and on the website of each pilot school by **17.06.2021** at the latest.

III.4.5. Submission of the learner file

In order to participate in the courses, the persons selected will submit an application form containing:

- Registration form;
- Evaluation sheet;
- Copy of the original of the ID card;
- Personal data processing declaration completed and signed by the learner;
- Declaration of commitment to participate in courses;
- Double funding avoidance declaration.

III.4.6. Failure to comply with the content of the file and the deadline for submission will result in exclusion from the target group and replacement by other parents participating in the selection in the order of the scores obtained in the evaluation of the application file.

Cap. IV. Final provisions

IV.1. Within 5 working days of the completion of the evaluation, the selection committee will draw up a report on the selection of participants for the training courses. The report must include:

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

IV.2. The application forms (in electronic and paper format) and the trainees' files, accompanied by all the evaluation documents drawn up by the selection committee signed by all the members, the committee's report 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.