

**SPECIAL INTIMACY NEEDS EDUCATOR**  
**Assisting differently-abled people with the improvement of their  
emotional and sexual needs**

MINUTES 3rd Partners Meeting in Reus (SPAIN)

THURSDAY, OCTOBER 17TH 2019

**1. Project Progress**

a) The below documents were delivered in the previous months:

- Country reports
- Best practice report
- Comprehensive report
- Syllabuses

Although, all partners need to review their part for the country report, best practice report and comprehensive report. Besides, partners need to adjust their syllabus in the official project template.

b) Documents & timesheets: The coordinator share the need for partners to upload their contracts and labour links (PPT- see slide 2 for the obligation of each partner). Clarifications were given on the document required by the Latvian NA. Partners need to make amendments on their timesheets; they need to make sure they assigned full days on their timesheets (PPT – see slide 3). It was decided by all partners that the days designated on the timesheets per month must be integral numbers.

c) The coordinator highlighted the need of clear communication, transparency and replying promptly on emails.

About the project's shared file on G-Drive, partners need to Log out other Gmail accounts that are not related to the project and log in with their official account. Partners should avoid adding links of the G-Drive in the emails communication. Clarifications have also been made on how to use the common email account of the project. Partners can use the common email when something is related to the partnership.

d) The coordinator highlighted the importance of respecting the unite templates and suggested an adjustment on the PPT template. The dissemination leaders agreed on adjusting the template.

e) The responsibilities of all partners were presented (PPT - see slide 7)

Finally, the coordinator introduced some suggestion for discussion for today's meeting in which all partners agreed on. All related discussion can be found below.

## 2. Discussion of the implemented activities: IO1/A2.2 Syllabus of the training course for new educators

EUROCREA presented the syllabus to the consortium and altogether discussed the below amendments:

Module 1 and Module 2 are linked together, APEIRONS and OpenEurope need to collaborate to define the common links between the two modules

- The official definition the consortium decided to use in the document will be 'Persons with disabilities'. Only this term should be used in the whole document.
- Module 1: Unit 3 – give the full name of the acronym LGBTQ+
- Module 2: Title: Persons with disability
- Module 3: - Word 'disorders', need to provide more details on this
  - In the Unit content, all types of disabilities need to be added - deaf communication needs
- Module 4: - The main description of the module should have smaller sentences
  - Duration of the module: up to 20 hours
- Module 5: - It is similar to unit 1 – it must be reformulated. Don't focus on the national laws but how can an educator apply the methods in a practical way
- Module 6: - The title needs to add further description from the methodology
  - Community relations – add a short explanation to be more clear for the reader
  - Unit 2: separate into two section
  - Include in the content the topic of the course

### Validation of the learning outcomes – Steps to be followed

- a) Identification of the learning outcomes: is completed based on the developed syllabus
- b) Documentation that evidences the achievements of the above mentioned learning: Provision of certificate based on the example of the Youthpass.

All partners should contact the national authorities to ask if the course can be validated in their country. The partnership will follow the non-formal validation path, and they will prepare a certificate to be provided only to those who complete the course. Moreover, partner organisations will try to contact the regional, national authorities to have the course validated.

The course will be self-assessed, the trainees will be able to check their knowledge after completing a module. At the end of each module, there will be from 5 to 10 questions/tasks for the trainee to be completed.

### Development of the certification that demonstrates the acquires learning outcomes



Training and project data complete list of learning outcomes and competence, signatures or logo of the partners

Certificated will be designed in English and afterwards translated into partner languages. Each partner will decide if they want to include signature, logo etc.

To obtain the certificates, participants need to register (full name, email and password) and get >80% of correct answers. The learners will be allowed to have three attempts.

Three types of questions will follow below:

- True/False,
- Feel-in the gap &
- Multiple-choice

The course development should be completed by the 30/11/2019.

#### IO2/A1 Production of a Training Plan, a methodological framework

ATFCT uploaded on the G-Drive the draft Course Methodology. All partners must provide their comments by October 24th.

#### O2/A2 Development of training modules, development in English and translated into partner languages

#### C1 – Learning Activity

Open Europe will share with all partners the schedule for the Learning activity. All partners will provide with their suggestions for their presentations during the activity. The coordinator needs to consult the NA about the experts participating in the learning activity.

Dates: 27-31/01/2020

#### E-platform

The guidelines for the development of the platform are provided in the PPT of Open Europe. IntelLink on G-Drive

FRIDAY, OCTOBER 18TH 2019

#### Quality Assessment and Monitoring

EUROCREA presented the results of the quality questionnaire for the first year of the project.

The main issue identified was:

- Low communication between the consortium
- Coordination of the project to see the development of the project

EUROCREA offered several suggestions on addressing the above issues (see relevant PPT).

Partner discussed resolving the communication between them, and everyone agreed.

Read again the SPECIAL INTIMACY meeting notes document on the processes to be followed by all partners. Find the document on G-Drive by visiting *Transnational meeting>Kick-off meeting\_Riga>SPECIAL INTIMACY meeting notes*.

### Dissemination

Istituto di Sordi briefly presented the development of dissemination. The main issues with reaching the indicators of the project proposal are to follow the scheduled post in the project's social media. It is a necessity to follow the schedule and invite people to like the project's social page.

Istituto di Sordi will send the leaflet they developed to partnership and partners will provide feedback.

### Next meeting and C- activities

<b>Type of meeting</b>	<b>Date</b>	<b>Other notes</b>
Skype meeting	15/12/2020	coordinator need to send DOODLE to arrange a time
C1 - activity (Reus)	27 -31/01/2020	
C2- activity (Cyprus)	18 - 22/05/2020	
4 <sup>th</sup> partners meeting (Cyprus)	21-22/05/2020	

### **Deadline List**

[www.specialintimacy.eu](http://www.specialintimacy.eu)

Project No 2018-1-LV01-KA204-046973

The content of this document represents the views of the author only and is his/her sole responsibility; it cannot be considered to reflect the views of the European Commission or any other body of the European Union. The European Commission and the Agency do not accept any responsibility for use that may be made of the information.

Task description	Responsible Partner	Deadline
Provide Open Europe with feedback for the website	All partners	25/10/2019
Provide Istituto di Sordi with feedback on the leaflet	All partners	25/10/2019
Comments on course Module Methodology and Module Template uploaded on the GDrive	All partners	25/10/2019
Complete 3 <sup>rd</sup> meeting evaluation questionnaire	All partners	25/10/2019
Send changes of the respective module on the syllabus	COMCY, IST, EUROCREA	28/10/2019
Change the term "disabled" to "person with disability" in Survey and Best practice reports + syllabuses	COMCY, EUROCREA	01/11/2019
Update of Timesheets (add IO1 in the description)	All partners	01/11/2019
Provide the template to develop the modules	EUROCREA	04/11/2019
Provide methodology for the development of module	ATFCT & IST	04/11/2019
Upload COMPLETED Best practice report and Survey report on <a href="http://www.specialintimacy.eu">www.specialintimacy.eu</a>	Open Europe	06/11/2019
Prepare the 1 <sup>st</sup> draft of the respective module assigned to each partner on and upload on G-drive	All partners	30/11/2019
Provide a template for peer evaluation	EUROCREA	06/12/2019
Peer review of the modules (the same organisation as for the syllabus), feedback and recommendations	All partners	16/12/2019
Improve the learning material based on the reviewer's comments	All partners	16/01/2020
Plan & agenda Learning activity in Reus	Open Europe All partners	21/01/2020
Evaluation form of Learning activity		27/01/2020



Funded by the  
Erasmus+ Programme  
of the European Union

Updates on the website (FAQ)	Open Europe	03/02/2020
Evaluation of Learning activity in Reus	All partners	06/02/2020
Modules proofreading	Open Europe	15/02/2020
Updates on the SINE course Modules after training activity feedback	All partners	01/03/2020
Plan & agenda	COMCY	10/05/2020
Training activity in Cyprus	All partners	
Translation of respective module	All partners	15/05/2020