

Quality Management during the ETHOS project

1. In the ETHOS document we have said the following about monitoring & evaluation:

The quality management of the project will be co-ordinated by the quality group of the network. They are responsible for:

- *Creating, revising and distributing questionnaires, diaries and other evaluation tools to the participating schools*
- *monitoring the use of these by the schools*
- *collecting and analyzing the results of the evaluations*
- *reporting, presenting and disseminating the results of the evaluations*
- *making recommendations to the steering committee and the schools of the network on possible improvements*

All network conferences will be evaluated using a questionnaire based on the format previously developed and used within the network. During the conferences the progress of the project will also be monitored and evaluated. Furthermore the conferences will be used for presenting and discussing the outcome of the evaluations of the miniconferences and the research groups on special needs.

The Quality Group will **develop digital evaluation instruments for students and teachers of the miniconferences/master classes**. The questionnaire will be based on the previously developed 'Activity Evaluation Sheet'. Apart from the general aspects of these master classes, the evaluations will more specifically focus on the objectives as stated in the project document and the impact on participants. **The outcome of the evaluations of the early master classes will be used to improve the set-up of other master classes**. The instruments will be developed in the autumn of 2011. The first miniconferences will be evaluated in 2012.

The Quality Group **will develop digital evaluation instruments for the teams in the schools** which participate in the special needs research topics and also for the miniconferences during which the results of the research will be presented and shared. After each conference the results of new evaluations will be published on the project's website.

At the end of the project period the results of all evaluations will be analyzed and summarized in order to assess the impact of the project. All schools will be asked to prepare a written reflection upon everything they have learned and to indicate how they will use this to improve their own school policies and practice with regard to special needs and highly talented pupils. The results of these evaluations will be discussed at the final conference. On the basis of all evaluations and the discussions at the final conference an overall project evaluation will be written and sent to all schools.

2. What does this mean for the activities of the Q-group?

1. **All network conferences will be evaluated** using a questionnaire based on the format previously developed and used within the network. We should examine the existing questionnaire 'how good was the conference?' and make necessary adjustments. (When? In Ireland, October 2011)
2. The Quality Group will **develop digital evaluation instruments for students and teachers of the miniconferences/master classes**. The questionnaire will be based on the previously developed 'Activity Evaluation Sheet'. However, in

view of the different focus of the activities, it needs modification. (When? In Ireland, October 2011)

3. We have promised to publish the results of new evaluations **on the website** after each conference. (Spring 2012)
4. The Quality Group will develop **digital evaluation instruments**. This means that we will not only develop questionnaires but also that we will ask all respondents (and schools) to use a digital instrument. (Autumn 2011)
5. At the end of the project period (Spring 2013) the results of all evaluations will be analyzed and summarized in order to assess the impact of the project. All schools will be asked to prepare a written reflection.

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