



OCTOBER 9-13, 2017 | SAINT KITTS AND NEVIS

MODEL SAFE SCHOOL PROGRAMME TRAINING

PRELIMINARY AGENDA

Saint Kitts and Nevis 9 to 13 October 2017

Time	Monday, 9 October 2017 Conference Room, National Emergency Management Agency (NEMA)
08:30-08:45	Registration
08:45-09:15	Opening Ceremony
09:15-09:45	Session 1: Introduction to the MSSP Training <i>Participants introduction. Review the training roll-out. Review of the administrative and logistical arrangements.</i>
09:45-10:15	Session 2: School Safety in the Caribbean <i>This session will introduce participants to the MSSP and its contribution to the Regional CDM Strategy 2014-2024 and the Sendai Framework for Disaster Risk Reduction 2015-2030; the Worldwide Initiative for School Safety; the Comprehensive School Safety Framework; the Inter-Agency Network for Education in Emergencies; and the Caribbean School Safety Initiative.</i>
10:15-10:40	Coffee break
10:40-11:20	Session 3: MSSP Overview <i>This session will provide participants with an overview of the MSSP structure, as well as the programme's approach to Safety and Sustainability.</i>
11:20-12:30	Session 4: The Assessment tool <i>This session will present the school certification process and the structure of the assessment tool. Key elements of the latter are addressed, including scoring, Critical Standards and assessment tailoring based on type of educational facility to be assessed, and preparing an Initial Talk with school authorities.</i>
12:30-13:30	Lunch
13:30-14:30	Session 4: The Assessment tool (<i>continuation</i>)
14:30-15:30	Session 5: Reporting <i>During this session participants will learn how to develop an improvement plan and the overall structure of the assessment report.</i>





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Time	Tuesday, 10 October 2017 Tucker Clarke Primary School, Saint Kitts
09:00	<i>Travel to school. Gathering point at NEMA.</i>
09:00-12:30	School Assessment <i>Participants will apply the School Safety Assessment, the Green Assessment and the Building Condition Assessment.</i>
12:30-13:30	<i>Lunch</i>
13:30-15:30	<i>School Assessment (continuation)</i> <i>Participants will apply the School Safety Assessment, the Green Assessment and the Building Condition Assessment.</i>
15:30	<i>Return to point of departure.</i>

Time	Wednesday, 11 October 2017 Cecele Browne Integrated School (CBIS), Nevis
07:30	<i>Travel to school. Gathering point Ferry Terminal (Ferry departure 8:00am).</i>
09:00-12:30	School Assessment <i>Participants will apply the School Safety Assessment, the Green Assessment and the Building Condition Assessment.</i>
12:30-13:30	<i>Lunch</i>
13:30-15:30	<i>School Assessment (continuation)</i> <i>Participants will apply the School Safety Assessment, the Green Assessment and the Building Condition Assessment.</i>
15:30	<i>Return to point of departure.</i>





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Time	Thursday, 12 October 2017 Tyrell Williams Primary School, Saint Kitts
08:30-09:00	<i>Travel to school. Gathering point at NEMA.</i>
09:00-12:30	School Assessment <i>Participants will apply the School Safety Assessment, the Green Assessment and the Building Condition Assessment.</i>
12:30-13:30	<i>Lunch</i>
13:30-15:15	School Assessment (<i>continuation</i>) <i>Participants will apply the School Safety Assessment, the Green Assessment and the Building Condition Assessment.</i>
15:15	<i>Return to point of departure.</i>

Time	Friday, 13 October 2017 Conference Room, National Emergency Management Agency (NEMA)
09:00-09:30	Recap of the previous days
09:30-10:30	Session 10 – Improvement Plan & Report development <i>Based on the collected information, participants will produce the improvement plan, reports and presentation to be presented to stakeholders in the afternoon.</i>
10:30-10:50	<i>Coffee Break</i>
10:50-11:20	Session 10 – Improvement Plan & Report development (<i>continuation</i>)
11:30-12:30	Session 11 – Feedback to stakeholders <i>Participants will present their findings, for each school assessed, to relevant national stakeholders.</i>
12:30-13:30	<i>Lunch</i>
13:30-15:00	Session 11 – Feedback to stakeholders (<i>continuation</i>)
15:00-15:30	Session 12 – Closure

