

AT WHAT POINT HAS YOUR SCHOOL COME AT EMBEDDING INTERNATIONALISATION?

INTRODUCTION





This checklist gives an image of how internationalisation embedded at school. It visualizes at what point your school has come and what the points of improvement are. Therefore, it is important to fill out this checklist in team, to discuss it and to make choices to further embed internationalisation at school.




TICK THE APPROPRIATE BOX




Tick the appropriate box according to how your school scores in the field of sustainable internationalization policy.

- **Score 1:** not realised / not applicable / not an issue
- **Score 2:** first steps towards realisation
- **Score 3:** advanced in the realisation
- **Score 4:** fully realised
- **Importance:** rate the importance of this item with a figure from 1 to 10: 1 = absolute priority – 10 = no priority

SCHOOL SELF TEST 'EMBEDDING INTERNATIONALISATION AT SCHOOL'

TOWARDS A SUSTAINABLE INTERNATIONALISATION POLICY		SCORE 1	SCORE 2	SCORE 3	SCORE 4	IMPORTANCE
	<p>1. Vision Our school has an elaborated, written vision on internationalisation, embedded in school policy and organization. <i>E.g. our policy mentions a clear choice for international partnerships, pushes pupils and staff to gain intercultural competences etc.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>2. Strategy Our school has a development plan for internationalisation, including an overview of the current activities and a long-range action plan to further develop them.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>3. Staff Our school has an internationalisation working group with a clear division of tasks, supported by the school management. The working group regularly meets and welcomes new members.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>4. Knowledge of internationalisation Our school has a strategy to map, share, update and develop knowledge within the internationalisation working group.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<i>E.g. internationalisation is not a one-person job or interest, but many people are involved in the growth of knowledge and interests.</i>					
	<p>5. An organisation culture of internationalisation Our school has an organisation culture, in which all staff members are totally convinced of the importance of internationalisation and are fully aware of its added value.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TOWARDS A SUSTAINABLE INTERNATIONALISATION PROCESS		SCORE 1	SCORE 2	SCORE 3	SCORE 4	IMPORTANCE
	<p>6. High-quality project management Our school has a high-quality project management when executing international projects.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>7. Recognition of learning outcomes of the students Our school recognizes the results of the international projects in the curriculum of the students, in a portfolio, etc. <i>E.g. when pupils go abroad on a mobility, their participation and learning outcomes are acknowledged by means of marks, comments, feedback etc., proving its importance.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<p>8. Recognition and embedding of the learning outcomes of the teachers</p> <p>Our school recognizes and embeds the results of international projects on a school level. <i>E.g. staff members going on mobilities get the chance to disseminate what they learnt, the school management actually implements mobility outcomes to improve existing structures consequently.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>9. Quality development</p> <p>Our school has a strategy to evaluate and adjust the international activities and to measure the achievement of the set goals. <i>E.g. opportunities for next mobilities are seen, adjustments to current activities are carried out.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>10. External focus</p> <p>Our school has a strategy to communicate about international projects and to disseminate the results.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Fill out the online test to get a visual presentation of how internationalisation embedded at your organisation: https://toll-net.be/moodle/xertetoolkits/play.php?template_id=37417.