



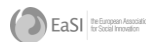
I03 | Guide to Implementing a Restorative School Center and partnering with local schools & community

Schools & Solutions: Upscaling school restorative approaches to foster school climate and improve students' competences on managing conflicts.

Project Number: 2020-1-RO01-KA201-080411

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Project partners:



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Step 1

Understand the Context



RACI Chart



Person A

Person B

Person C

Person D

Person E

Person F

Responsibilities within the RSC

Name, role in the RSC, main responsibilities

Name, role in the RSC, main responsibilities

Name, role in the RSC, main responsibilities

Name, role in the RSC, main responsibilities

Name, role in the RSC, main responsibilities

Name, role in the RSC, main responsibilities

#Responsibility 1	R					
#Responsibility 2	C					
#Responsibility 3	C					
#Responsibility 4	I					

Legends: R Responsible A Accountable C Consulted I Informed



Problem Tree

Problem
What is happening?



Write here

Causes
Why is this problem happening?



Effects
What are the consequences of this problem?



Write here

Write here

Write here

Write here

Write here

Write here

Possible Solutions
What can be a solution to the problem?



Write here

Write here

Write here

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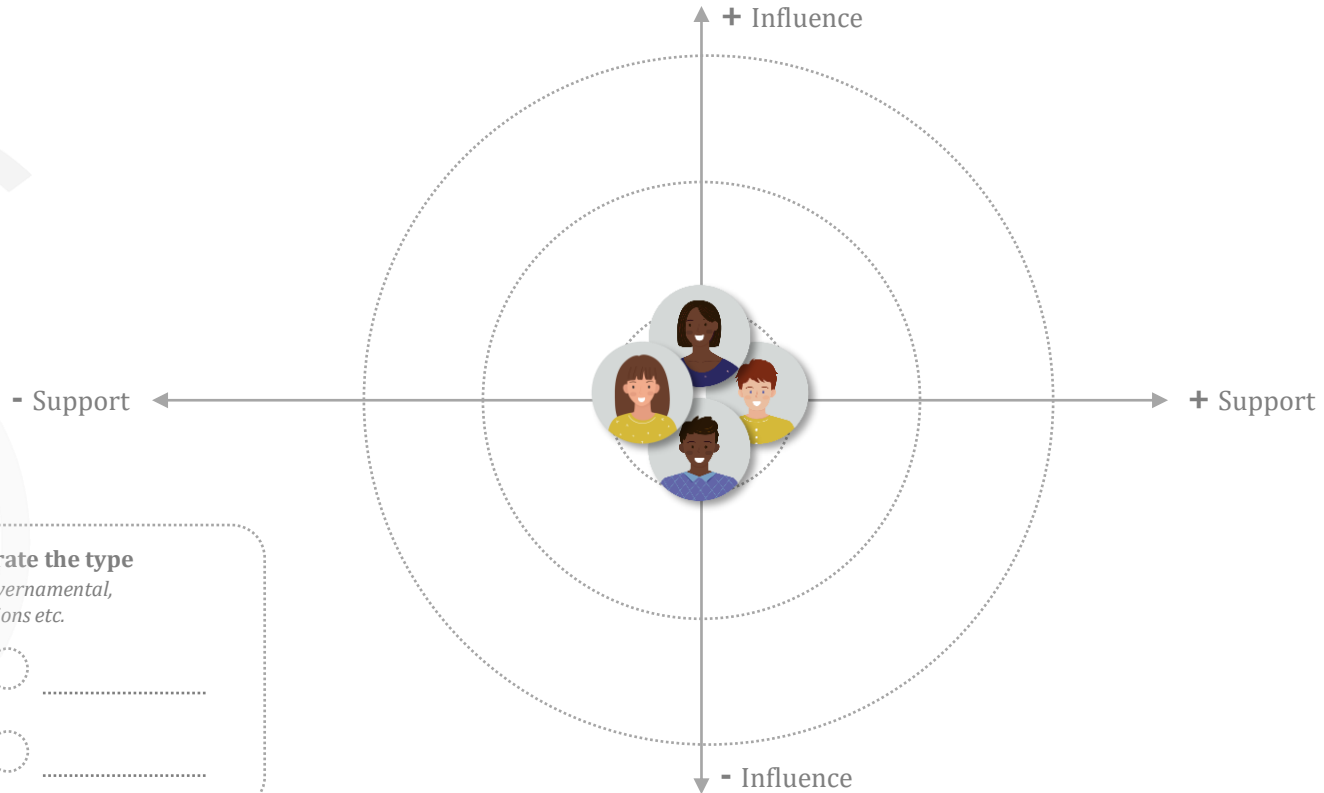


Step 2

Design and Plan



Stakeholder Ecosystem Map



Use subtitles by color to rate the type of support. Ex.: financial, governmental, material support, communications etc.

● Write here _____

○ _____

○ _____

○ _____

SMART action plan



What do we need to accomplish?	Who is leading this action? (Name of the responsible)	When it will be accomplished? (The deadline)	Priority (What is the level of priority?)	Status (How is the action progressing?)
action #1			H	●
action #2				
action #3				
action #4				
action #5				

Caption:

Priority L Low N Normal H High
Status ● Unassigned ● Check ● Pending ● In progress ● Completed

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Step 3

Mobilize School Community



School community engagement planning canvas







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 Desired engagement outcomes <i>Why engage the community?</i>	 Target <i>What are the characteristics of people that we want to engage (criteria that qualifies a person/group to be engaged with)</i>	 How <i>How will we engage this people/groups/ organization? What tools and methods will we use?</i>
 Resources <i>What resources are available right now? What other resources do we need? (staff; external support; financial resources; materials)</i>	 Evaluation <i>What tools do we have or need to create to evaluate the achievement of the engagement goals? What data we need to collect and with whom? How will the results be presented?</i>	
 Risks <i>What are the main risks that could affect the outcomes?</i>	 Mitigation <i>What could you do to mitigate these risks?</i>	



Communication Plan

Deliverable

What do you want to communicate/deliver to your community (announcement, reports, awareness workshop, teambuilding activities)?



Target Audience

Who do you intend to inform (stakeholders, students, school staff, school board, organizations)?



Type of communication

What channels will you use to communicate to your audience (post on social media, e-mail, meeting)?



Frequency of communication

How often will you communicate (Weekly, monthly, yearly)?



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Step 4 Implementation



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Step 5 Evaluate





Positive impact (Maximise)

What are positive effects of this project on your organization? How can these effects be maximized?



Negative impact (Minimize?)

What are the negative effects of this project on your organization? How can these be minimised?



Value Creation

Which are our key activities? How can we adjust and improve them to ensure sustainability?



Relationships

How can we make current relationships with the stakeholders and target groups more sustainable? Which partners helped us to promote our sustainable solution?



Resources

Think about the human resources, the time that involved people have spent. Which activities are more expensive/ the least sustainable? Who can fund us or provide needed resources?



Key strategies towards sustainability

What happens at the end of the project life cycle? How can the activities be sustained?



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