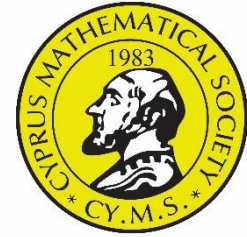




Erasmus+

**STEAME**  
FOR SAVING LIFE



**Project title:** “STEAME for Saving Life: Guidelines for developing and implementing Disaster Risk Reduction Education in Elementary School Curriculum”

**Project Acronym:** STEAME-DRREC

**Reference number:** 2023-2-CY01-KA210-SCH-000169945

**Implementation period:** 31 August 2024 – 30 August 2026

**PM2 - 1st Physical Meeting**

Kozani, Greece

20 September 2024

**Host: Directorate of Primary Education of Kozani (DPEK)**

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# AGENDA

Friday, 20 September 2024		
Time (EEST)	Action	Presenter – Comments
<b>Arrivals</b> 09:30 – 10:00	<b>Meeting starts – Coffee</b> <u><b>Partners participating</b></u> P0. Cyprus Mathematical Society (CYMS), CY P1. Competence Center for a Sustainable and Resilient Built Environment Using Smart Technologies S.A. (SURE), GR P2. Cyprus Pedagogical Institute (CPI), CY P3. Directorate of Primary Education of Kozani (DPEK), GR	
10:00 – 10:15	<b>Welcoming</b>	Project coordinator Host of the meeting
10:15 – 10:45	<u><b>Plan PA1: Project Management (O6)</b></u> O6/A1: Coordination of project meetings, minutes of meetings <ul style="list-style-type: none"> <li>- Management procedures</li> <li>- Project's google drive</li> <li>- Spreadsheet for expenses</li> </ul>	P0. CYMS  (September 2024-August 2026)
10:45 – 11:15	<u><b>Plan PA2: Quality Assurance and Project Evaluation</b></u> D3. Contingency Plan and Quality Assurance Evaluation report (D3 draft provided by Kypriaki Mathimatiki Etaireia (CYMS), CY)	P3. DPEK and P0. CYMS  (September 2024-August 2026)

11:15 – 11:30	<p><b><u>Plan PA3: Dissemination of Project Results (O5)</u></b></p> <p>D2. Dissemination Plan and Implementation of Results D4. Exploitation Plan</p>	<p>P0. CYMS</p> <p>(September 2024-August 2026)</p>
11:30 – 11:45	Coffee Break	
11:45 – 13:30	<p><b><u>Plan PA4: STEAME-DRREC Guidelines for teachers and students' activities for Disaster Risk Reduction Education in Elementary School Curriculum (O1-O2-O4)</u></b></p> <p><b>PA4-A1: STEAME-DRREC Guidelines for teachers (O1)</b></p> <p>D1. Digital Reference Collection of activities and material developed the last decade</p> <ul style="list-style-type: none"> <li>- PA4-A1(O1/A1): Analysis of European and Global characteristics in terms of activities and curricula of Elementary Schools relevant to DRR education. (September-February 2024)</li> <li>- PA4-A2(O1/A2): Methodological Guidelines for incorporating STEAME-DRREC activities in curriculum-content instruction. (October 2024-June 2025)</li> </ul> <p><b>PA4-A2: STEAME-DRREC activities for Elementary School students (O2-O4)</b></p> <ul style="list-style-type: none"> <li>- PA4-A1(O2/A1): Development of STEAME-DRREC activities for Elementary School students (Grades 1st-6th) (November 2024-August 2025)</li> <li>- PA4-A2(O4/A1): Pilot testing, compilation and finalize STEAME-DRREC Guidelines and activities (April 2025-July 2026)</li> </ul>	<p>P1. SURE</p> <p>(September 2024-July 2026)</p>

13:30 – 15:30	Lunch Break	
15:30 – 16:00	<p><b><u>Plan PA5: Training Course for STEAME Disaster Risk Reduction Education (O3)</u></b></p> <ul style="list-style-type: none"> <li>- PA5-A1: Development of the course PA5-A1(O3/A1): Design modules for teachers' training (November 2024-February 2025)</li> <li>- PA5-A2: Training teachers PA5-A2(O3/A1): Implementation of the teachers' training course (March 2025-May 2026)</li> </ul> <p><b>* TA1-GR – March 2025</b></p>	<p>P2. CPI and P3. DPEK (November 2024-May 2026)</p>
16:00 – 16:15	<p><b>PA6: Blueprint Policy Recommendations for National and European Educational Authorities</b></p>	<p>P3. DPEK and P2. CPI (May-August 2026)</p>
16:15 – 16:30	<p><b>Indicators/Impact – QA leader in charge</b></p>	<p>P3. DPEK and P0. CYMS (September 2024-August 2026)</p>
16:30 – 16:45	Coffee Break	
16:45 – 18:00	<p><b><u>Tasks and future planning</u></b></p> <ul style="list-style-type: none"> <li>- Management and Reporting</li> <li>- Quality assurance statement</li> <li>- Contingency plan - Finalize</li> </ul>	<p>P0. CYMS</p>

	<ul style="list-style-type: none"> <li>- Indicators and monitoring</li> <li>- Partners logos</li> <li>- Contracts of the people working on the project</li> <li>- Project's google drive</li> <li>- Website set up</li> <li>- Facebook set up</li> <li>- Dissemination actions by all partners</li> <li>- Newsletter 1 development</li> <li>- Press release in EN and GR (SURE)</li> </ul> <p><b><u>Future meetings</u></b></p> <ul style="list-style-type: none"> <li>- 2<sup>nd</sup> Online meeting – February 2025</li> <li>- 3<sup>rd</sup> Online meeting – April 2025</li> </ul>	
	<b>To do List – September 2024</b>	
21:00	<b>Joined Dinner</b> (Άμπακος ή Resto Bar)	

**Project's Google Drive**

[https://drive.google.com/drive/folders/1QgZWZLNluAugQgMuSjE8wJn7\\_WShfdli?usp=sharing](https://drive.google.com/drive/folders/1QgZWZLNluAugQgMuSjE8wJn7_WShfdli?usp=sharing)