

# Education Sector Working Group Meeting

## Amman, 9 January 2014

### Agenda

1. Review previous minutes and action points (5min)
2. Transport Working group - Presentation and validation of the Transport for Inclusive Education access Guidance Notes/Check lists for HC and camps
3. ESWG annual workplan draft 2014
4. AoB (15 min):
  - 4.1 Informal Tented Settlements Baseline Assessment UNICEF/REACH
  - 4.2 Strategic Advisory Group – aim and selection criteria
  - 4.3 Za'atari Education 4Ws matrix /HC 4Ws matrix analysis
  - 4.4 Monitoring Framework RRP5 and RRP6
  - 4.5 Financial Reporting 2013

### Update on action points from last time

- Chair has not received any needs assessment plans from partners. Partners who are planning to do need assessments or project proposals are encouraged to liaise with Chair and Co-Chair. This is vital for effective coordination.
- CP sub-WG Chair will share docs from workshop held in Geneva as soon as they are received along with contextualisation documents of CP MS in Humanitarian action.
- Needs assessment registry being developed by UNHCR.
- UNHCR to provide notes on WG on Persons with Disabilities.
- National Resilience Plan launched on 9 January 2014, Chair to circulate plan when received.

Agenda Item	Discussion	Action Point
Transport WG	<p><b>Minimum distance :</b> - In camps, distance is defined, but no minimum distance in Jordan from home to school. in non-camp settings, currently.</p> <p><b>Consent forms and Insurance:</b> -WorldVision shared consent form, but not clear how much responsibility implementing agencies should bear. -Insurance remains a difficulty. UNHCR Colleagues providing input and inquiring about usual or best practice.</p>	Partners with consent forms to share with Transport WG/Chair Transport WG to resolve final issues
ESWG Annual Work Plan (see circulated workplan)	<p><b>Gender equity measures</b> will be one of the main elements to be endorsed in 2014 SWG work plan , SAG will work to ensure that gender equity measures will be defined and used.</p> <p><b>Teacher code of conduct</b> -awaiting signature from MoE to launch the Teacher Code of Conduct Once signed, teacher trainings will take place and ESWG partners can help MoE.</p> <p><b>INEE Minimum Standards contextualisation</b> -Major challenge for 2014. -planned to establish INEE MS Working Group -contextualisation requires training on INEE for WG members.</p>	<p>Gender will be prioritised by SAG</p> <p>UNICEF to update Chair and Co-chair if document is signed</p> <p>Need to create a INEE MS WG: Partners to share with Chairs name and title of their staff who is strong in INEE MS to be part of INEE Minimum Standards WG. Chair to</p>

	Coordination with Shelter WG construction standards – Constructions in education sector should follow national guidelines and policies	share link for INEE resources.  Chair/Coordination Officer to liaise with Shelter WG.
Informal Tented Settlements (ITS) Baseline	Conducted by REACH and UNICEF in November-December -ITS Task force created in December for partners working with refugees in informal tented settlements.	Chair to circulate and upload to portal and box simple.  Chair to share details of Task Force focal points  Partners to inform Chair of interest in working in ITS and to coordinate (avoid needs assessment fatigue, duplications) in order to ensure effective coordination.
Strategic Advisory Group	Chair explained why a SAG is needed and the main characteristics and composition, to contribute to an effective and rapid decision making and strategy development. -requires commitment from members.	Chair to present draft ToR SAG
ESWG members Commitment	Agencies are encouraged to regularly participate in the meetings appointing one person. Chair will circulate letter of commitment to ESWG Member Agencies – likely that max 2 representatives per agency will be sought to ensure consistent representation.	Chair to circulate Letter of Commitment.
Zaatari 4W Matrix And HC matrix	IM Specialist presented the many uses for the 4Ws matrix for Za’atari and HC. Primary purpose – gap analysis, planning, advocacy. Drawn from information given by partners in December.  Matrix will be discussed in Zaatari WG meeting on 14 <sup>th</sup> January.  Start	Partners to provide Gabriel with regular updates to be reflected in the 4Ws matrix for Za’atari and HC.  Majida to share Za’atari map with Gabriel for visualisation.  <b>Don’t send emails to Gabriel with narratives, fill out the matrix.</b>  Need to start collecting disaggregated data by age group and gender.
RRP6 Reporting	Specific mailing list will be created and activity info reporting database will be set up and be operational soon. Training to partners (M&R Officers) will also be provided.	RRP6 Partners to send name and contacts, email and telephone number of monitoring and reporting contact.  Partners to send Edouard Legoupil ( <a href="mailto:legoupil@unhcr.org">legoupil@unhcr.org</a> ) for Financial Reporting. URGENT

**Next meeting on 21 January 2014 at 12:00 – 14:00**

1. Review previous minutes and action points (5min)
2. Presentation of the *Inter-Agency SOP for Child Protection and Gender Based Violence* (Amanda Melville/on behalf of the SOP Steering Committee - 45 min)

3. SAG: ToR (25 min)
4. INEE MS Working Group (25 min)
5. 4Ws Host Community (Gabriel) (10 min)
6. AoB: Status of Accelerated Learning Programme/Moe-NRC-UNICEF (10min)

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