

Practicum Training Programme

1. The aims of the Practicum Training Programme

The Practicum Training Programme aims to provide the knowledge and development of skills considered necessary for the future educator who will be working with pre-school children, enabling the designing, organising, implementation and evaluation of educational programs, not only in kindergartens, but, in other, alternate places of education. For those admitted to the academic year 2017-18, the overall program is developed in 8 semesters and involves seven modules consisting of thematic units. For those admitted till the academic year 2016-17, the overall program is developed in 6 semesters and involves five modules consisting of thematic units.

2. Framework, requirements and procedures for the Practical Training Programme

2.1. During the first 5 semesters, students attend:

- Seminars that allow them to document the premises of the kindergarten and prepare for the organization and implementation of activities within it.
- Courses and seminars through which they acquire knowledge and skills in order to be able to design and implement educational programs in kindergartens as well as in alternative training places during the following semesters.

2.2. During the 6th semester of studies, students plan, implement and evaluate a daily program in kindergartens with the application of the Lesson Study model. In the 4th year (7th - 8th semester) the practicum of the students lasts 90 hours and may take place in kindergartens, multicultural kindergartens, paediatric hospital clinics and museums. Public kindergartens are designated by the Ministry of Education. The Practicum Training Programme of the above semesters includes:

- The preparation of the students by the coordinating members of the faculty, as well as and by training supervisors.
- The design of the Practicum Training Programme.
- Implementation and evaluation of the programme.
- A written paper related to the design of the implementation, the evaluation of the practicum program and the self-evaluation of the student.

2.3. Students' practicum in hospitals lasts one week and is part of the programme implemented for children with "special needs". Students who choose to instigate their practicum in these places are first interviewed. The final selection is defined by the Interview Committee taking into consideration specific requirements (e.g., prerequisite courses) and the student's responsibility and consistency, as well as the

general characteristics and the formation of his/her personality.

2.4. The practical training in a museum lasts for a week and includes the design, implementation and evaluation of educational programs for preschool, pre-school and/or early age children. Students visit the museum of their choice and study the exhibitions and existing educational programs. They then plan their own educational program and evaluate it. After completing the practicum at the museum, the students submit a written paper, in which they analyze all the phases of their activities. A prerequisite for practicum at a museum is the successful completion of the course "Applied Museum Education" and the compulsory course "Introduction to Museum Education".

2.5. Students wishing to implement their practicum at a kindergarten with a majority of non-Greek speaking pupils (especially in the city of Komotini) must have successfully attended the compulsory course "Intercultural Education" and the thematic unit of the Practicum "Handling Cultural Diversity in the Classroom". Candidates are selected through interviews.

3. The Practicum Training Programme in Detail

3.1. Thematic units of the Practicum

- A. Instructional planning and organization of the physical environment in the Kindergarten
- B. Observation of the Child
- C. Development process of a teaching scenario in the Kindergarten
- D. Handling Cultural Diversity in the Classroom
- E. Design, Implementation, Reflection and Assessment of the Daily Program in the Kindergarten
- F. The Project Method in the Kindergarten
- G. Organization and Management of the Educational Unit
- H. Physical Activity and Health in Early Childhood Education
- I. Music
- J. Aesthetic Education I
- K. Aesthetic Education II
- L. Puppet Theatre for Children
- M. Dramatic Play - Dramatization
- N. Tutorial on Hazards and Accidents
- O. Literary books in the Kindergarten

4. Content of the Thematic Units of the Practicum Training Programme

For students admitted since 2017-18, the outlines for all semesters including units of the practicum are available in the Appendix. For students admitted until 2016-17, the description of the units of the Practicum is available in the Guides of the previous academic years.

Operating rules for the Programme of Practicum Training

1. The days and times of courses, seminars and workshops are pre-defined and listed in the special program of each semester.
2. At the beginning of each semester, students receive a Practical Training Form, which is updated throughout the semester.
3. To obtain a bachelor's degree the successful participation of the students in all the activities of the Practicum Training Programme is required.
4. Participation in all the modules of the Programme, as well as in the practicum is compulsory for all students without exception. The permissible number of absences in each section is mentioned in detail in the analytical Practicum Training Programme Schedule. If the number of absences is exceeded, the student is excluded from the module examinations. Arrangements may be made by the Practicum Training Programme Committee in the case of illness, for which the student must provide a medical opinion justifying the student's absence for the date of the course. Possible arrangements for absences due to force majeure or serious illness (or death) of a relative in the 1st degree will be decided by the Practicum Training Programme Committee, at the request of the student. It is essential that the application be accompanied by relevant supporting documents.
5. In the practicum and related modules students are assessed and graded by the instructor on the grade scale applicable to the current curriculum. The final grade of the student for each semester is calculated from the weighted average of the grades in each module.
6. Students who are unsuccessful in a module have the opportunity to take part in the recurrent examination periods.
7. Students must attend the kindergartens or other places of practice during the date and time specified in the six-month curriculum. Alternative dates or areas of internship may be possible after consultation with the Practicum Training Programme Committee.
8. In the context of the Practicum, each student has the following obligations:
 - To cooperate with the instructor or supervisor in charge of the planning and implementing the program to be carried out.
 - At the end of each semester students submit the Practicum training file with:
 - i. Practicum Training Form of the semester.
 - ii. Records, work, preparation protocols, and programme plans.
 - iii. A representative sample of the material used or produced, their description as

well as samples of the work of the children.

9. The above file is supplemented by: (a) the papers and the protocols or evaluation reports per module of the program prepared by the supervisors of the practical training programme and the student's self-assessment sheets.

10. The file of the practicum training programme will be returned to the student upon receipt of his / her degree.

11. Prior to their departure, students taking part in the Erasmus program, are required to contact the Erasmus Supervisor responsible of the department in order to obtain information and guidance on their Practicum Training Obligations.

12. For lessons and theory seminars, the supervisor determines the means and the time of assessment (during specific examination dates or during time frames of the course or seminar). Instructors in the Practicum Training Programme must state both in writing and verbally to the students and to the Practicum Training Programme Secretary the means and the time of assessment for the seminars or lessons taught.