**ToWe Project - Time Sheet**

|  |  |
| --- | --- |
| Project: | **2015-1-UK01-KA201-013431** |
| Institution: | Suara Serveis – Escola Bressol Mas Balmanya |
| Period: | 1st March – August 2018 |
| Name of the employee | Mireia Miralpeix Anglerill |
| Category of Staff | Leader |

|  |  |  |
| --- | --- | --- |
| **Date** | **Activity – Intellectual Output** | **Hour** |
| 05/03/2018  06/03/2018  07/03/2018  08/03/2018 | Record a video and analyse the environment of each classroom and what is our intervention as a professional to get a wellbeing environment.  **I.O 3** | 6:00h |
| 19/03/2018  20/03/2018  21/03/2018  22/03/2018 | Record a video and analyse the breakfast time and our intervention as a professional to get a wellbeing environment in meal times.  **I.O 3** | 6:00h |
| 26/03/2018 | Analyse the meal times videos on the team meeting  **I.O 5** | 2:00h |
| 05/04/2018 | Discuss with all the team about how can we create a document about our work in languages, through towe project .  **I.O 6** | 2:00 h |
| 09/04/2018 | Discuss all the team about the adult attitude in the team meeting.  **I.O 3** | 2:00h |
| 09/04/2018  10/04/2018  11/04/2018  12/04/2018 | Create material and strategies to work the richness of the Catalan language with children (box of our own riddles)  **I.O 6** | 4:00h |
| 12/04/2018 | Create a document of our work with languages.  **I.O 6** | 4:00 h |
| 16/04/2018 | Recording a video of the children to analyze the language that they are using.  **I.O 6** | 2:00h |
| 16/04/2018 | Work with whole the team the adult attitude.  **I.O 3** | 2:00h |
| 19/04/2018 | Take a first contact with Vic University, to schedule a training for the whole team about the attitude of adults during the 2018-19 academic course  **I.O 3** | 3:00h |
| 07/05/2018 | Work with whole the team the adult attitude.  **I.O 3** | 2:00h |
| 10/05/2018 | Redact a document of **strategies** that we have used in wellbeing**.**  **I.O 3** | 1:00h |
| 17/05/2018 | Redact a document of **strategies** that we have used in children’s voice**.**  **I.O 4** | 1:00h |
| 24/05/2018 | Redact a document of **strategies** that we have used in meal times**.**  **I.O 5** | 1:00h |
| 31/05/2018 | Redact a document of **strategies** that we have used in early languages**.**  **I.O 6** | 1:00h |
| 28/05/2018 | Work whole the team with languages (analysing the videos of the children and talking about our work until now and how could we improve).  **I.O 6** | 2:00h |
| 18/06/2018 | Show the Towe video to the whole new families for next year and explain our work with TOWE project.  **I.O 3** | 20’ |
| 18/06/2018 | Show the Towe video to the whole new families for next year and explain our work with TOWE project.  **I.O 4** | 20’ |
| 18/06/2018 | Show the Towe video to the whole new families for next year and explain our work with TOWE project.  **I.O 5** | 20’ |
| 18/06/2018 | Show the Towe video to the whole new families for next year and explain our work with TOWE project.  **I.O 6** | 20’ |
| 26/06/2018 | Close the whole team with the topics worked on Towe with the written documents.  **I.O 3** | 2:00h |
| 26/06/2018 | Close the whole team with the topics worked on Towe with the written documents.  **I.O 4** | 2:00h |
| 26/06/2018 | Close the whole team with the topics worked on Towe with the written documents.  **I.O 5** | 2:00h |
| 26/06/2018 | Close the whole team with the topics worked on Towe with the written documents.  **I.O 6** | 2:00h |
|  | **Total hours** | **49,8**  **hours** |
| **7 ½ hours = 1 day** | **Total days** | **6,64 days** |

|  |  |  |  |
| --- | --- | --- | --- |
| Date | 31/08/2018 | Signature (employee) |  |
| Date |  | Signature (employer) |  |