



Gymnasium Lachendorf - Alter Postweg 1 - 29331 Lachendorf - Tel 0049 (0)5145 1000 - www.gymnasium-lachendorf.de

Comenius School Partnership
Multilateral Partnership

Inside Landscape - Outside Landscape

Invitation

For the kick-off meeting

Three days gathering at Gymnasium Lachendorf
Wednesday 05th of October till Friday 07th 2011

- Arrival at Tuesday 04th of October before 22.00 hrs.
- Departure is free (the earliest at Friday 07th of October, after 13.00 hrs.)
- Accommodation at "Hotel Celler Hof" in Celle



Gymnasium Lachendorf - Alter Postweg 1 - 29331 Lachendorf - Tel 0049 (0)5145 1000 - www.gymnasium-lachendorf.de

Inside Landscape – Outside Landscape Programme overview 1st meeting

Tuesday 04th of October 2011

- Arrival of the participants until 22.00 hrs.
- All participants of the gathering will be picked up from railway station in Celle and brought to the hotel

Wednesday 05th of October 2011

- Departure hotel at 9.00 hrs.
- Welcome with coffee and snacks at Gymnasium Lachendorf at 9.15 hrs.
- Programme (see agenda)
- Tour at school (guided by pupils)
- Lunch at school's cafeteria at 12.15 hrs.
- **Official opening at 10.00 hrs.**
- Programme (see agenda)
- Invitation – Dinner

Thursday 06th of October 2011

- Departure Hotel at 9.00 hrs
- Welcome with coffee and snacks at Gymnasium Lachendorf at 9.15 hrs.
- Programme (see agenda)
- Lunch at school's cafeteria at 12.15 hrs
- Programme (see agenda)
- Tour to regional public gardens /coffee at "Kräutheargarten" free programme at 15.30 hrs
- Dinner (altogether) at 18.30

Friday 07th of October

- Departure Hotel at 9.00 hrs
- Welcome with coffee at Gymnasium Lachendorf at 9.15 hrs.
- Programme (see agenda)
- Lunch at school (AG will organize the buffet)
- Free programme / departure

In the Kick-off meeting we are going to set up the contents of the agenda itself. As we will discuss about the way we are going to co-operate during the project period, set the pathway how to obtain our aims, who does what when and where. We will also plan dates for the following gatherings. During the kick-off meeting there will be no pupils.



Gymnasium Lachendorf - Alter Postweg 1 - 29331 Lachendorf - Tel 0049 (0)5145 1000 - www.gymnasium-lachendorf.de

Inside Landscape – Outside Landscape
kick-off meeting at Gymnasium Lachendorf
Wednesday 05th of October till Friday 07th 2011

AGENDA

Wednesday 05th of October 2011

- 09.15 Welcome with coffee
- 09.30 Opening of the conference by Mr. Hubertus Bühmann (headmaster)
- 09.35 Introduction of participants – presentation of the schools using ppt, video, ect (information)
- 10.40 Coffee break
- 11.00 Tour at the school (information)
- 12.15 Lunch
- 13.30 **Official opening and press**
- 14.00 setting our goals (discussion)
- 16.00 Making a schedule of who is going to work out which project (discussion and decision)
- 17.00 Summary and closing of the first day's conference
- 18.00 Dinner Invitation

Thursday 06th of October 2011

- 09.15 Welcome with coffee
- 10.00 Time Schedule and setting dates for further meetings (decision)
- 10.30 How could we imagine arranging our school garden? (exchange of results)
- 11.00 Coffee break
- 11.30 Ideas for evaluation and self-evaluation (discussion)
- 12.15 Lunch
- 13.00 Working on various projects (group work)
- 14.30 Tea break
- 14.45 Summary and closing of the second day's conference
- 15.00 Tour to the historical city center of Celle, visit of the "Französische Garten"
- 18.00 Dinner at "Thears"

Friday 07th of October

- 09.15 Welcome with coffee
- 09.30 Possibility to visit different lessons
- 10.15 working on various projects (group work)
- 11.00 Presenting projects to team
- 11.30 Preparatory work (homework) for the next meeting
- 12.00 Summary and closing of the first conference
- 12.15 Lunch
- 13.00 Free programme/departure of participants