

TEACH	Welcome	s1	session plan EQF level 5 units of L.O. TEACH 1 & 2
Objectives <ul style="list-style-type: none"> Welcome and present participants and trainers Create a secure, comfortable, structured learning space Methods <ul style="list-style-type: none"> Talk Exercise and games Reflection Circle 		Trainer	
		Place Meeting space	
		Time 1-2H	
Content	<ul style="list-style-type: none"> Welcoming others, feeling welcomed Learning space, framework, boundaries, circle Relationship trainer-trainee (hierarchy, questions, how to teach, participation) Intention, what is important Preparation and organisation before (questions, needs, equipment necessary for participants, where, when, how...) Program and goals, introduce the structure Games for the start (icebreakers, introducing each other, team building...) 	Documents O1.2 what's important O1.4 what to prepare before Equipment	
Activities	<ul style="list-style-type: none"> Guide participants through a welcome session with different activities, for example <ul style="list-style-type: none"> Introduction games (names of participants) Safety standards (reflection about what is wrong and right) & legal issues (copyright, first aid) Team building game/exercise (physical/meta-level)??? First contact to materials (haptic exercise) Present the course program Create an analytic or reflective process for participants to talk about welcoming, what's important, what's the intention, what are their favourite tools or experiences 		

Preparation

Choose and prepare materials and tools for the games
 Print program, goals, link to handbook or curriculum etc.
 Create a shared folder (for example drop box)