



EUROPEAN COMMISSION  
DG Employment, Social Affairs and Inclusion

Skills  
VET, Apprenticeships and adult learning

## **DRAFT**

Education and Training 2010  
Working Group on Adult Learning

### Peer Learning Activity: **Policies promoting basic skills in the workplace**

**22 – 24 February 2017**

**The Manchester College, St. John's Centre, 2 New Quay Street,  
Manchester, M3 3BE, United Kingdom.**

<http://www.tmc.ac.uk/locations/st-johns-centre>

#### **Policy Context**

Within the context of the Education and Training 2020 programme and the European Agenda for adult learning, this PLA is organised as part of the programme of work of the Working Group on adult learning.

#### **Aim**

By comparing and contrasting policies from at least three countries, identify the essential conditions for success of policies promoting the acquisition of basic skills (literacy, numeracy, digital skills) in the workplace.

#### **Wednesday 22 February 2017**

<b>Time</b>	<b>Activity</b>	
11.00-12.00	<b>Welcome and Introductions</b> <ul style="list-style-type: none"> <li>- European Commission</li> <li>- Country Host: UK Learning and Work Institute</li> <li>- Local Host – The Manchester College</li> <li>- Short 'icebreaker' activity</li> </ul>	Plenary
12.00-13.15	<b>Introduction to the PLA</b> <ul style="list-style-type: none"> <li>- Explanation of PLA method and programme</li> <li>- Small group discussions: our expectations of the PLA</li> <li>- Feedback from groups</li> <li>- Clarifications on the topic and the PLA process</li> </ul>	Plenary and group work
13.15-14.15	<b>Lunch</b>	
14.15-15.15	<b>Analysing Policy</b> <ul style="list-style-type: none"> <li>- What issues do we need to bear in mind when interrogating the</li> </ul>	Plenary and group

	<p>examples that will be presented?</p> <ul style="list-style-type: none"> <li>- What frames can we use to analyse the policy examples?</li> <li>- What theoretical approaches are relevant?</li> </ul>	work
15.15-15.45	<b>Presentation 1:</b> "The workplace as a location for learning"	Plenary
15.45-16.00	<b>Coffee</b>	
16.00-16.45	<b>Small group discussions:</b> the questions we need this PLA to answer	Group work
16.45 – 17.30	<b>Summing up:</b> the questions we need this PLA to answer Reflections on the day <b>Closing</b>	Plenary
	[Preparatory Group Meets]	

### Thursday 23 February 2017

Time	Activity	
9.00-9.10	<b>Welcome – recap on Day 1</b>	Plenary
9.10-9.50	<b>Policy Example 1 – UK</b> <ul style="list-style-type: none"> <li>- presentation(s) of policy example</li> <li>- questions for clarification</li> </ul>	Plenary
9.50-10.35	<b>Discussion of Policy Example 1 - UK</b> analysis of policy example 1	Group work
10.35-10.50	<b>Coffee break</b>	
10.50-11.35	<b>Plenary</b> bringing together the analysis of policy example 1 from small groups What have we learned from this example? What should we address in the next examples?	Plenary
11.35-12.20	<b>Policy Example 2 – NL</b> <ul style="list-style-type: none"> <li>- presentation(s) of policy example</li> <li>- questions for clarification</li> </ul>	Plenary
12.20-13.20	<b>Lunch</b>	
13.20-14.05	<b>Discussion of Policy Example 2 - NL</b> analysis of policy example 2	Group work
14.05-14.50	<b>Plenary</b> bringing together the analysis of policy example 2 from small groups What have we learned from this example? What should we address in the next example?	Plenary

14.50-15.30	<b>Policy Example 3 – NO</b> - Presentation(s) of policy example - questions for clarification	Plenary
15.30-15.45	<b>Coffee</b>	
15.45-16.30	<b>Discussion of Policy Example 3 – NO</b> analysis of policy example 3	Group work
16.30-17.15	<b>Plenary</b> bringing together the analysis of policy example 3 from small groups	Plenary
17.15-17.45	<b>Plenary – Bringing it all together</b> emerging issues/ what more have we learned from this example?	Plenary
17.45-18.15	Summing up Reflections on the day <b>Close</b>	Plenary
	[Preparatory Group Meets]	
19.00	<b>Meal</b>	

### Friday 24 February 2017

Time	Activity	
9.00-9.15	<b>Welcome to Day 3</b> - recap and reflection on Day 2 - implementation of the learning from Day 2	Plenary
9.15-10.00	<b>Panel</b> – additional input on basic skills in the workplace from other perspectives	Plenary, panel
10.00-10.30	<b>Bringing it all together</b> discussing the implications of the panel presentations – the key issues	Plenary
10.30-10.45	Coffee break	
10.45-12.00	<b>Drawing Conclusions from the PLA</b> - what the key conclusions have we have reached about effective policy promoting workplace learning? - what recommendations can we take forward? - what outstanding issues need to be investigated in future PLAs?	Plenary
12.00-12.30	The lessons we will each take back to our country: action list	Country teams
12.30-13.30	Discussions continue over <b>Lunch</b>	
13.30-14.00	Feedback from country teams	

14.00- 14.30	<b>Evaluating the PLA</b> - reflections on the learning process - next steps	Plenary
14.30- 14.45	<b>Conclusions:</b> summing up of the PLA	Plenary
14.45- 15.00	<b>Close</b>	Plenary