



# European Forum of Psychomotricity

## Guidelines for the Organization of Students' Academies of the European Forum of Psychomotricity

These guidelines for the Organization of a Students Academy of the European Forum of Psychomotricity (EFP) are divided in two parts.

The first part is about the responsibilities for the EFP and/ or the Board of the EFP. The second part is about the responsibilities for the country that is organizing an EFP Students Academy.

### 1. Responsibility for the EFP

#### Introduction

The EFP is an organisation to support and create cooperation and development of the profession, education and research on the subject of Psychomotricity.

For that reason the EFP organizes every year a Students Academy, held on a rotating basis in one of the member countries, having a Bachelor education in Psychomotricity.

The main goals of these meetings are to promote exchanges of practical and theoretical information and experiences about Psychomotricity between students and to allow multicultural experiences that promote the European identity of Psychomotricity students.

#### Election of the country organizing the Students Academy

One EFP member country with a Bachelor education in Psychomotricity gets the mandate from the General Assembly to organize the Students Academy. The election of a host country will take place at the GA in September 1,5 year before the Students Academy. That same country is also the host for the ordinary meeting of the EFP permanent commissions, during the same weekend (Friday, Saturday, Sunday).

#### Date

The Students Academy shall be in the first quarter of the year (around March).

The exact dates will be communicated to the delegates of the EFP before the 1<sup>st</sup> of January the year before the Students Academy. EFP delegates have the responsibility to communicate this dates to the national schools / universities to allow them to plan ahead the participation of their students.



# European Forum of Psychomotricity

## 2. Responsibility for the country

### Introduction

One member country with a Bachelor education in Psychomotricity gets the mandate from the General Assembly to organize the Students Academy.

### Conditions

English is the official language of the Students Academy.

The location for the Students Academy should be easily accessible for participants coming from all over Europe, also taking in account the costs for travelling.

The Students Academy must be minimum 4 days, preferably at the end of the week / during the weekend.

### Organization

The organization will be realized by a small group of students and teachers from the organizing school / university.

The delegate of the country organizing the Students Academy will maintain constant contact with the organization committee at the School/University and also with the Board of the EFP to exchange information and communicate the process.

This organization committee is responsible for:

- Date: as mentioned above, the date will be discussed in the General Assembly of the EFP, but as well in cooperation of the organizing country to take in account the possibilities in that specific country.
- Define the location and make reservations for the accommodations
- Theme and title
- Budget
- Total number of students (foreign and from the organizing country)
- Information in advance for participants (for example homepage and social media)
- Information about accommodation for participants (youth hostel, private places, ...)
- Social program
- Contact between students and EFP Officials: In the same weekend as the Student Academy, the commission meeting of the EFP-commissions takes place. A meeting between participating students and the commission members and the Board of the EFP should be arranged during the students academy. This could be during diner (and party) on Saturday evening.



# European Forum of Psychomotricity

## Financial Issues

The organizing country is responsible for the financial aspects of the Students Academy in benefits or deficit.

The organizing country prepares a budget. Students pay only for the costs of travel, lodging and feeding (if a package is offered it has to be an all inclusive package). They don't have to pay a "Students Academy fee".

Costs for lodging (home of the students or youth hostel) will be communicated in the presentation leaflet and they have to be visible at the homepage.

## The use of the logo and name of the EFP

The logo of the EFP must appear in a visible way in all official documents and communication related with the Students Academy (homepage, letters, power points, invitations, demands for sponsoring, etcetera) and wherever it is relevant.

## Contents

The content of the Students Academy can be decided by the organizing country and has to be about (aspects within) Psychomotricity.

- Different suggestions for what could be in the content are:
  - Speech / presentation from the EFP President or his/her substitute about the EFP goals and activities
  - Keynotes of teachers or researchers of the organizing country
  - Round table with the keynotes concerning the national studies of the participating countries
  - Participation to theoretical and mainly practical courses or workshops
  - Visits to institutions and workplaces where psychomotricity is practiced
  - Workshops from the different students of the different countries that are present
  - Participation of the students to official occasions: meeting with the board of the school, visit to the town hall... (if possible)
  - Social program (evening, visits ...)
  - Spare time to communicate or to go shopping or do nothing, etcetera. ☺
  - An informal place to communicate with the goal to share cultural diversity.
- At the end of the Students Academy all participants will get a certificate where the amount of hours invested are mentioned.

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