



## Finland study visit

Monday 1 – Friday 5 October 2018

Would you like an opportunity to help the National Third Sector GIRFEC (NTSG) Project further its aims of engaging, influencing and developing connections across the third sector and beyond, to improve outcomes for children, young people and their families?

Are you interested in finding out more about practice and policy in another country which could be used to inform your work back in Scotland? Have you ever considered a study visit abroad but have been worried about the costs involved?

If yes, you might be interested in a supported opportunity to attend the next Children in Scotland study trip to Finland.

### What is the offer?

To help promote the sharing of good practice and further build the capacity of the workforce, the NTSG Project has offered to sponsor two third sector delegate places on this year's visit. This would cover the main costs of the trip, as outlined later in this booklet. The offer aims to support those delegates/organisations who may otherwise not be able to take part.

The visit will build on strong and established links between Children in Scotland and the city of Helsinki, allowing a detailed insight into education, society and life in Finland. Previous participants have found the trip a valuable opportunity to network, learn and improve practice.

### Who can apply?

This opportunity is open to any third sector organisations who work with children, young people and families in Scotland (including Third Sector Interfaces). Successful delegates must be able to commit to sharing their learning from the trip, using different networks.

### What to do next?

If you are interested in applying for one of the sponsored places, please read through this information booklet fully, you will find information on:

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*\*Please pay particular attention to the criteria, checklist and terms and conditions.*

We expect a high level of interest for this opportunity and will be undertaking a

straightforward selection process – we will ask applicants to provide answers to four questions by noon on Wednesday 22nd August 2018 and a panel from the National Third Sector GIRFEC Project and Children in Scotland will assess the submissions.

Any questions: **e-mail [girfec@childreninscotland.org.uk](mailto:girfec@childreninscotland.org.uk)**

## **About the National Third Sector GIRFEC Project**

The National Third Sector GIRFEC project is a new partnership between Children in Scotland and the Coalition of Care and Support Providers in Scotland (CPPS) to support local and regional third sector organisations navigate the challenges and opportunities of children's services in order to deliver improved outcomes for children, young people and their families.

The renewed project builds on the successes from previous phase in building capacity, and networks with local and regional third sector organisations, and the wider children's sector. This phase will continue to help support the GIRFEC aspiration of embedding the Common Core of the knowledge, understanding, skills and values set out by Scottish Government in 2012.

Focus on prevention, early intervention, addressing inequalities and creating additional value by supporting local organisations to effectively engage children and young people in design and delivery of services.

The programme focuses on three outcomes:

### **Connecting**

Increased collaboration and connections are developed among third sector organisations, and between third sector organisations and the local, regional and national children's sector.

### **Influencing**

There is greater understanding by statutory partners and policy makers of the third sector contribution to children's outcomes in local communities.

### **Engaging**

Third sector organisations and the children, young people and families they serve are better engaged in service design and delivery.

## **About the study visit**

We are delighted to offer you the unique opportunity to learn first-hand about Finland's highly regarded approach to education, early learning and childcare through our 4-day study visit.


As well as finding about Finnish initiatives and examples of best practice in cross-sector efforts to tackle inequalities and support children, young people and families, the trip will also offer the chance to exchange knowledge with a group of thirty delegates from Scotland's varied children's sector workforce.


What I've seen and heard on the trip will help me **improve my school's engagement** with the community. 

'It was **an invaluable opportunity** to network with professionals across Scotland and to compare and share good practice in our settings'. 

'**Excellent networking opportunities.** It was fantastic to be around practitioners and experts, especially those in early year' 

The trip was **excellent!** I would recommend the experience to colleagues 

It was really helpful to tap into Children in Scotland's networks while having **focused discussions** on matters of relevance 

'A well organised, **thought-provoking study visit**' 

Also have a look at [#CISFinland](#) on Twitter to see what previous delegates tweeted while away.

## Organisations and initiatives included

This study trip focuses on sharing best practice in education and learning, as well as covering a range of other fascinating projects, policies and interventions that support children and young people in their everyday lives. Within the overall programme, you will have the opportunity to select your preferred study visits, thereby allowing you to shape the experience according to your specific interests and professional setting. The following list offers a sample of the organisations visited on our previous study visits to Finland, many of which will feature within the October 2018 trip.

### Ministry of Education and Culture

The Ministry of Education and Culture is one of the twelve ministries forming the Finnish Government. It participates in the work of the Government by planning, outlining and implementing its policies and has overall responsibility for the development of education, science, cultural, sport and youth policies.

### Central Union for Child Welfare

The CUCW is a central organization that works as an active and unifying force in matters relating to children's rights on a national and European level. Its mission is to develop child welfare and to promote cooperation between nongovernmental organizations, municipalities and state authorities.

### Me & MyCity

Me & MyCity is a Finnish education innovation that has received international acclaim. Me & MyCity is a learning concept aimed at school children, covering citizenship, working life and entrepreneurship. The learning environment is a miniature city where students work in a profession as consumers and citizens.

### City of Helsinki's Mediation Office

The Helsinki Mediation Office offers an alternative for settling and resolving cases arising from offences and disputes. The service is free-of-charge, voluntary, alternative, reasonable and confidential, and can be discontinued by the parties at any stage of the process.

## Aseman Lapset (Children of the Station)

Aseman Lapset is a non-political, non-religious, national not-for-profit organisation, working to create a personal and living interaction between adults and young people. Its activities are aimed at preventing children and young people from getting into a vicious circle of drug use, crime, and/or antisocial behaviour.

## Finnish Education Evaluation Centre

FINEEC is an independent government agency responsible for the evaluation of education. FINEEC's duties include supporting education providers and HEIs in issues related to evaluation and quality assurance, as well as to develop education evaluation, supporting learning while ensuring quality of education.

## International Childcare and Education Centre

The ICEC has 8 centres dedicated to early years education and childcare for children under the age of seven. Its approach to education is one which recognises the importance of both whole class teaching and of giving the children the freedom to experiment and explore.

## Helsinki Mission

Helsinki Mission is a social organisation active in issues regarding the welfare and protection of children, as well as various other projects to tackle poverty and isolation within society. It runs several projects, including family support activities, a youth crisis point, and intergenerational activities.

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## Poutapilvi Day Care Centre

There are about 120 children in Day Care Centre Poutapilvi, aged between one and six. Poutapilvi's philosophy centres around enabling children's joy. Its goal is to allow all children the right to be a child and to become accepted and loved just as they are.

## Finnish Schools on the Move programme

Finnish Schools on the Move is a national programme aiming to establish a physically active culture in Finnish comprehensive schools. The aim is to encourage learning through being active during other classes and break times. 90% of municipalities and 80% of comprehensive schools are involved.

## Saunalahti Joint Comprehensive School

Saunalahti School has steadily grown to approximately 800 pupils, and caters for pre-primary age groups through to 9th grade (age 16). Instruction during pre-primary and early years is not tied to grades. The School focuses on sustainable development as well as on art and physical education.

## Heureka Science Centre

Heureka, the Finnish Science Centre introduces the public to science and technology in an engaging and interactive way. Heureka first opened its doors to the public in 1989. Its vision is to offer an entertaining way to become enthusiastic about science; to learn and to spend time together.

## Vesala Comprehensive School

Vesala Comprehensive places emphasis on nature and science. The school has a large greenhouse with a variety of species of plants and animals. Around 80-100 integrated pupils study in mainstream classes and 5 special education classes offer specialised education in smaller groups.

## Playful Learning Centre

A design, development and evaluation space for new digital learning tools and educational innovations aimed at preschool, primary and secondary schools. The lab is a playground of development for researchers, industry, teacher education, teachers and educators from various sectors, parents and children.

## KiVa school – Anti-bullying programme

KiVa is a research-based antibullying programme that has been developed with funding from the Ministry of Education and Culture. In Finland, KiVa is widely implemented: almost all comprehensive schools in the country are registered KiVa schools implementing the programme.

## Cost

The cost for the trip is usually £1450 (or £1250 for Children in Scotland Members) but, as part of the National Third Sector GIRFEC Project, we are able to offer two sponsored places.

This offer includes the following:

- **Return flights from Edinburgh to Helsinki**
- **Airport transfers**
- **Accommodation for four nights including breakfast**
- **Travel in and around Helsinki (using public transport)**
- **Children in Scotland staff members to accompany group**
- **Entry fees to attend visits to more than 15 organisations.**

The offer does not include:

- Delegate travel to and from Edinburgh
- Meals and refreshments while travelling
- Lunch, evening meals and refreshments in Finland
- Travel insurance

The Terms and Conditions section (p.6-9) includes more information on what is or isn't included and what the expectations are for delegates.

## Who can apply?

This opportunity is open to any third sector organisations who work with children, young people and families in Scotland (including Third Sector Interfaces). Successful delegates must be able to commit to promoting the third sector and GIRFEC on the trip and sharing their learning from the trip through different networks and opportunities.

## What do we expect from successful delegates?

We are looking for someone who can help further the National Third Sector GIRFEC (NTSG) Project aims of engaging, influencing and developing connections across the third sector and beyond, to improve outcomes for children, young people and their families.

We anticipate that the successful delegates have good understanding of the children's services policy and practice in Scotland particularly on Getting it Right for Every Child and are able to share their knowledge and experience to others during the trip.

We also expect that successful delegates commit to disseminating learning from the trip. This could be locally, within wider networks and at other events, such as NTSG Project networking events and the Children in Scotland annual conference (7 & 8 November 2018).

We expect applicants will have consent from their line manager / Chief Officer of their organisation to take part before submitting an application. Their manager must also be aware of all the T&Cs, including the cancellation policy. Successful delegates will be responsible for arranging time off work.

Successful delegates will also need to cover costs not included in the trip. In the event of cancellation by you, it is possible to nominate a suitable replacement from your organisation to take your place. It is your responsibility to do so and notify us as soon as possible. If no replacement is nominated, you will be required pay one hundred per cent of the cost of the place. See Terms & Conditions (p.6) for details.

## How to apply?

Applications can be made by answering 4 questions on [this Survey Monkey questionnaire](#). Please see Appendix 1 (p.11) for a preview of the questions and Appendix 2 (p.12) for a handy checklist.

Responses will be assessed against:

- **Strategic and / or operational fit to the NTSG Project**
- **Differences it will make to the organisation, the delegate and children, young people and families**
- **Understanding of the GIRFEC approach**
- **Level of creativity in their approach to using the learning and knowledge exchange**

## Key dates

<b>Application open</b>	Wednesday 25 July 2018
<b>Application close</b>	Wednesday 22 August 2018, 12 noon
<b>Successful delegates notified</b>	by Friday 24 August 2018
<b>CEO/line manager written acceptance</b>	by Wednesday 5 September 2018
<b>Finland trip</b>	Monday 1 - Friday 5 October 2018

## Terms and conditions

These are the terms and conditions which apply to your participation in Children in Scotland's Finland Study visit to Helsinki. Please read these terms carefully.

### Inclusions

The funding of £1,250 includes: return flights from Edinburgh, accommodation for four nights (including breakfast), transport in and around Helsinki, Children in Scotland staff members to guide the group, speaker fees and all visits to host organisations.

### Exclusions

Not included in the above stated funding of £1,250 is the following: trip insurance; transportation to and from the airport in the UK; costs associated with obtaining passports or entry visas; excess baggage charges; meals other than those specified in the itinerary; sightseeing not included in the itinerary; personal expenses such as communication charges and optional activities (which are subject to availability).

### Travel insurance

We strongly recommend that you purchase travel insurance (including cover for business purpose, trip cancellation and medical insurance).

If you do not take out insurance coverage, you will personally assume full responsibility for any financial loss associated with your travel arrangements, and you will incur any costs required to correct the situation.

We also recommend applying for a free European Health Insurance Card (EHIC) which gives you the right to access state-provided healthcare during a temporary stay in another European Economic Area (EEA) country or Switzerland.

## Cancellation by you

We must receive your cancellation notice in writing by email. Please note that in the event of any cancellation made, it is you or your organisation's responsibility to nominate a suitable replacement to represent you/your organisation. If no replacement is nominated, your organisation will be charged one hundred per cent of the cost of the place.

Any penalty imposed by an airline or bus company as part of the trip or travel to or from the tour, is your responsibility.

Your decision not to participate due to foreign travel warnings, fear of travel, illness or any other reason will be deemed a cancellation. You are expected to join the study visit on the departure date and time stated, and to participate in the full programme for the duration of the 4-day trip.

Please note that if you miss the outbound leg of flight you are likely to be denied travel on the return leg. If you join the group late you will be asked to arrange your return flights, at your own expense.

## Cancellation or Substitution by us

We will make reasonable efforts to keep the itinerary as published; however, the final itinerary may vary due to availability and factors beyond our control. If a speaker/organisation cancels, Children in Scotland staff will make every effort to find a replacement.

## Air Transportation & Baggage Fees

Children in Scotland has no control over and assumes no liability for airline strikes, schedule changes, flight delays, flight cancellations or other airline-initiated changes. In the event of such an occurrence, the airline is responsible and will determine what action will be taken.

Baggage allowance for the flights is:

- One piece of hand luggage and one small item (handbag, laptop). At the time of writing, hand luggage must not exceed 56cm x 45cm x 25cm and the small item must be no bigger than 40cm x 30cm x 15cm. Each item can weigh up to 23kg.
- One item of hold luggage (max 20kg)

You are expected to familiarise yourself with other luggage requirements, such as liquid restrictions.

You will be responsible for your own luggage. Children in Scotland will not pay for any additional luggage or over-sized bags.

We assume no liability for loss or damage to baggage in transit to and from a tour or while on a tour. We recommend purchasing a travel insurance package (see above).

## Suppliers Acts or Omissions

Children in Scotland acts only as an independent contractor to supply or arrange for the travel services named in your itinerary or otherwise to procure services or goods from third parties such as airlines, hotels, local hosts, guides, bus lines and, if applicable, restaurants. Children in Scotland assume no responsibility for any personal injury, property damage or other loss, accident, delay, inconvenience or irregularity which may be occasioned by reason of any act or omission of any of the suppliers.

## Conduct

You are responsible for following the authority and laws of the countries visited, and for respecting the programme and directions of Children in Scotland staff during participation in this study visit. We may exclude you from participating in all or any part of the visit if, at our sole discretion, your condition or behaviour renders you unfit or unable to continue once the tour has begun. 'Unfit' may include, without limitation, any behaviour that, regardless of its cause, is inappropriate or offensive or interferes with the delivery of tour services or may constitute a hazard or embarrassment.

Funding will be allocated on the basis that you will serve as an ambassador for the third sector before, during and in the aftermath of the trip.

It is expected that you will undertake efforts to raise awareness of the third sector and of the TSI Network's activities by engaging in dialogue with Finnish counterparts and other delegates attending the visit, and through a range of other communications channels (including social media).

As well as actively engaging in efforts to raise awareness of the third sector and the TSI Network, participation is also subject to the expectation that you will share the learning and knowledge gained during the experience with a wide range of stakeholders. These stakeholders include but are not limited to: other individuals and organisations comprising the wider TSI Network; organisations beyond the TSI Network (including representatives of statutory services). These information-sharing activities will be undertaken using a variety of channels, including via social media.

## Limitation of Liability and Damages

In no event will we be liable for any injury, loss, claim, damage or any special, punitive, exemplary, direct, indirect, incidental or consequential damages of any kind that arise out of or are in any way connected with the tour, even if advised of the possibility of such damages.

## Force Majeure

We assume no responsibility for any personal injury, property damage or other loss, accident, delay, inconvenience or irregularity which may be occasioned by reason of any matter beyond our exclusive control including but not limited to a delay or cancellation that causes you to miss all or any portion of the tour, acts of government, war, terrorist acts, riots, disaster, weather extremes or strikes. We have no special knowledge regarding the financial condition of the suppliers, unsafe conditions, health hazards, weather hazards or climate extremes at locations to which we travel. You understand that health care standards, facilities and services abroad may be different or even inadequate for treating health conditions.



## Assumption of Risks and Release

If you participate in activities during your tour, certain risks and dangers may arise, including, but not limited to, the risk of accidents in remote places without access to medical facilities, transportation or means of rapid evacuation and assistance; the dangers of civil disturbances and local law enforcement activity.

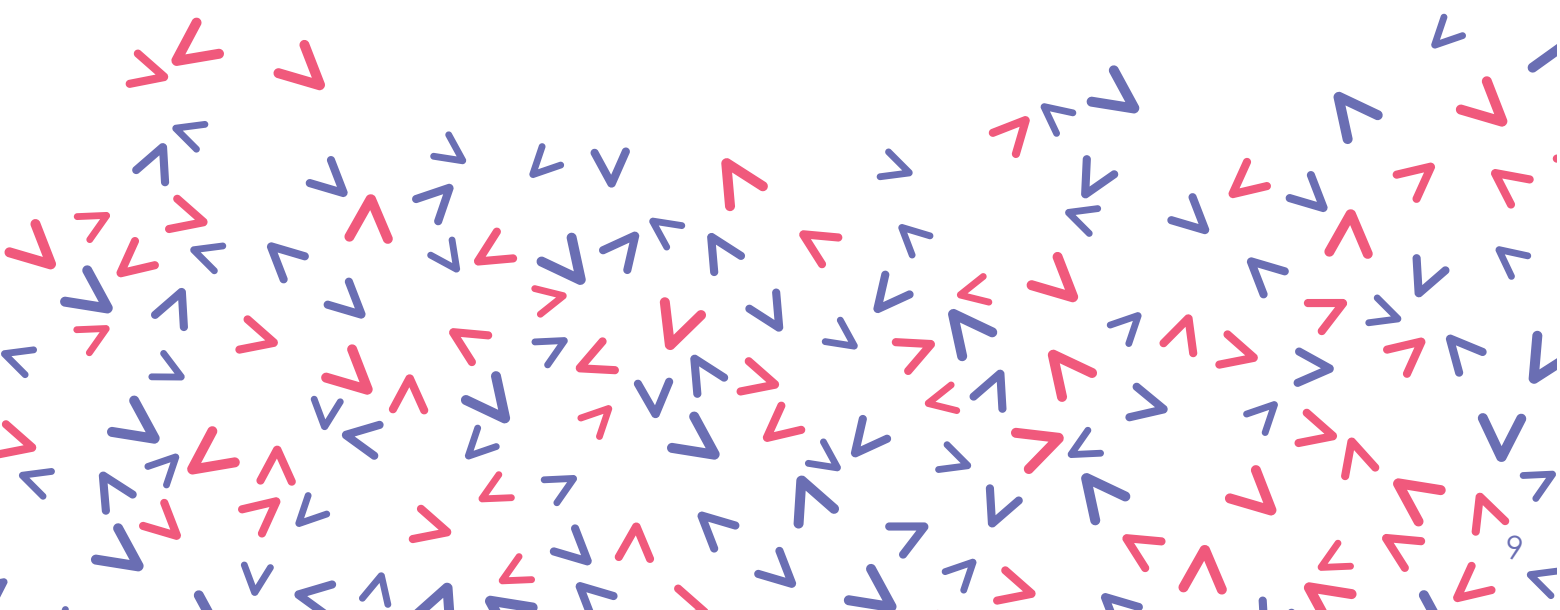
You hereby expressly assume all of these risks and dangers, and you hereby expressly agree to forever release, discharge and hold us and our staff harmless against any and all liability, actions, causes of actions, suits, claims and demands of any and every kind and natures whatsoever which you now have or which may hereafter arise out of or in connection with your tour or participation in any activities in which you participate.

## Active Elements, Medical Conditions and Special Assistance

Some of our visits incorporate active elements such as sports/related physical activity. You must disclose before departure any existing physical or mental illness, allergies, disability, pregnancy or any other condition which may create a health hazard for yourself or others during the tour or for which you may require medical attention or special accommodation during the tour. We will make reasonable efforts to accommodate your needs, but you must notify us as early as possible for a determination of what assistance we can reasonably provide.

We regret that in no instance will our suppliers or we physically lift or assist you on or off any vehicles.

We reserve the right to decline acceptance of anyone we consider unsuitable due to fitness level. We also reserve the right to remove you from the tour, at your own expense, if your condition is such that it could create a hazard to you or others, or otherwise impact the enjoyment of other passengers.



## Appendix 1

### Application questions preview

You will be asked the following question on [this Survey Monkey questionnaire](#):

#### Contact Details:

Name  
Job Title  
Organisation  
Area/s of operation of organisation  
Phone no.  
E-mail address

#### Where did you hear about this opportunity?

Please confirm that the Chief Executive/Officer of your organisation is supportive of / endorses this application, understands the T&Cs and will provide written confirmation of this if successful (Y/N)

Please confirm that you have read and are prepared to accept the terms and conditions associated with this trip, as outlined in the 'Finland Study Trip' document (Y/N)

Questions about your interest in being considered for this opportunity:

1. Please tell us a bit about your organisation and why participating in this trip could make a difference to it and the work you do (bearing in mind that the sponsored places are aimed at helping those organisations who may not otherwise be able to participate). (max 500 words)
2. Please tell us how you would hope to use the learning from this trip to help improve priority outcomes for children, young people and families. (max 500 words)  
For example, with reference to addressing inequalities; investing in prevention and early intervention; or improving health and wellbeing?
3. On the trip, the successful delegates will be expected to share their knowledge and experience of children's services policy and practice in Scotland, particularly on Getting it Right for Every Child. With this in mind, please tell us how you think you could contribute to knowledge exchange on the trip, both with other delegates and with Finnish partners. (max 500 words)
4. The successful delegates will be expected to disseminate learning from the trip, for example locally, within wider networks and at other events. Creative and innovative methods are welcomed. Please outline how you would propose to disseminate your learning. (max 500 words)

Note that National Third Sector GIREC Project and / or Children in Scotland staff will be available to support this process if required.

## Appendix 2 Checklist

Please use this checklist to make sure you have everything in place before submitting your application.

You:

- **Have thoroughly read this booklet, specifically T&Cs**
- **Are available on the dates**
- **Have gained line management permission to apply / go on the trip**
- **Have a valid passport**
- **Have funds to pay for items excluded from the offer**
- **Can travel to / from Edinburgh to meet the rest of the group**

