Activity 4: How do we know if our approach to tackle early leaving is making a difference?

**Target group:** this activity targets either policy makers or practitioners involved in the monitoring and evaluation of measures to tackle early leaving. In case of a mixed audience, it is advisable to have homogeneous small groups, either composed of policy-makers or composed of practitioners.

**Duration of the activity:** 60 minutes.

**Type of exercises:** individual work, guided consultation of [Cedefop VET toolkit for tackling early leaving](http://www.cedefop.europa.eu/TEL-toolkit), and work in small groups. A plenary session involving participants in several small groups can follow at the end of the activity to discuss the challenges and actions proposed.

## Individual work (10’)

The following questions aim at triggering reflection about current monitoring and evaluation practices. Please think of a measure to tackle early leaving that you are currently using:

* Is it being monitored?
* What data is being collected?
* Has it been evaluated?
* Will it be evaluated?
* What exactly is being/will be evaluated? Which activities?
* What is the focus of the evaluation? E.g.
	+ To examine the implementation of the measure (e.g. how many activities are in place, practitioners involved, number of participants, etc.)?
	+ To examine the immediate results of the measure (e.g. number/share of persons who receive support and reintegrate education and training; number/share of persons who receive support and improve their skills?
	+ To examine the impact on the reduction of early leaving from education and training (e.g. number/share of persons who receive support and *complete* an education and training programme).
* What data collection tools have been/will be used?
* From which actors has/will information be collected? (teachers, trainers, learners, participants in a certain measure, non-participants, leadership team, etc.)
* Who is/will be in charge of analysing the data?

Please briefly explain below the monitoring data collected and the main features of the evaluation.

Notes on the evaluation

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## Guided consultation of Cedefop toolkit (10’)

Please check the information in the toolkit about evaluation:

Go to: [Evaluate](http://www.cedefop.europa.eu/en/toolkits/vet-toolkit-tackling-early-leaving/evaluate)

Read through the sections:

* + Deciding what to monitor and evaluate
	+ Choosing relevant indicators
	+ Assessing whether programme or policy makes a difference
	+ Deciding if programme or policy is good enough

## Small group work: drafting an evaluation plan (30’)

This exercise involves drafting an evaluation plan. First, please agree on a measure to evaluate. Ideally, everyone in the group should know this measure. You can choose a measure that has already been evaluated. Then, please follow the steps in the evaluation plans from Cedefop toolkit:

* If you are a policy maker, please use the [Evaluation plan for policy makers](http://www.cedefop.europa.eu/en/toolkits/vet-toolkit-tackling-early-leaving/evaluate/evaluation-plan-policy-makers)
* If you are a practitioner, please use the [Evaluation plan for learning providers](http://www.cedefop.europa.eu/en/toolkits/vet-toolkit-tackling-early-leaving/evaluate/evaluation-plan-providers-practitioners)

## Small group work: challenges to evaluation and next steps (10’)

Please discuss the main challenges in the evaluation of measures to tackle early leaving in your country or institution, and propose actions to improve the situation.

| Challenges identified | Actions proposed |
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