



Inforef

Name of the organisation:	Inforef	
Address:	Rue du Vertbois 27 – 4000 Liège, Belgium	
Tel:	+32 / 4 221 04 65	
Fax:	+32 / 4 237 09 97	
Web site:	www.inforef.be	

Name of the contact person:	Christine Cloes	
Function:	Manager / Project manager	
Tel:	+32 / 4 221 04 65	
Fax:	+32 / 4 237 09 97	
E-mail:	info@inforef.be	

Name of the contact person:	Zlata Selak	
Function:	Administrative and financial manager	
Tel:	+32 / 4 221 04 65	
Fax:	+32 / 4 237 09 97	
E-mail:	info@inforef.be	

Name of the contact person:	Julien Keutgen	
Function:	Translator and project assistant	
Tel:	+32 / 4 221 04 65	
Fax:	+32 / 4 237 09 97	
E-mail:	info@inforef.be	

Type of organisation:

SME School University Public Authority
Training No Profit NGO

Other (Specify)

Fields of action:

SMEs Youth Universities Public Authorities
Equal opportunities Schools Unemployed

Other (Specify)

Description of the organisation

INFOREF is a non-profit association of teachers, technical and educational experts offering services to primary and secondary schools and to adult education. INFOREF supports innovative teaching technologies and methodologies and the introduction of innovative e-Learning based educational systems.

Our staff is specialised in the field of ICT (training, creation of websites) and in the management of European projects (LLP Comenius, ICT, Leonardo da Vinci, Grundtvig, Erasmus+ etc.).

Thanks to the projects we have been leading for about 20 years, we cooperate with many types of institutions in Belgium and abroad: schools of all levels (primary, secondary and higher education), universities, training centres for teachers, associations, public services, etc. In Belgium, we cooperate with organisations and public authorities in charge of education and training that can support the project activities and the dissemination of its results.

We publish information about the project on our website and on the websites of various partner organisations in the field of education, citizenship and European integration. They can in turn disseminate information through their newsletters and paper publications. We also disseminate on the project to key actors of education during meetings, conferences and education-related events.

Our ICT team has created numerous website and logos for schools and non-profit organisation. They also train teachers to integrate ICT in their lessons (interactive whiteboard, tablets...) and provide computer training to groups and individuals.

Experience of the organization in previous European projects

As promoter, INFOREF has managed different European projects aiming to help students with learning disabilities: "Je parle donc j'écris" (I speak therefore I write), "Co-nai-sens" (Mental Management, pedagogy of learning means) and "Signes@Sens" (Reading, an active search for meaning). In these projects, we produced innovative tools for students and training modules for teachers that can be used to fight and prevent early school leaving.

Our staff is specialised in the field of ICT and in the management of European projects (LLP Comenius, ICT, Leonardo da Vinci, Grundtvig, etc.).

European projects of the last five years:

From 2010 to 2012, we participated as partner in the KA1 project "I Am Not Scared" aiming to better

understand school bullying and to propose relevant answers to this issue, which can be one of the factors of early school leaving.

From 2011 to 2013, we participated as partner in the Leonardo da Vinci project "**Stay@School**" (transfer of innovation), to develop tools and common strategies to prevent early school leaving.

From 2011 to 2014, we participated in the Comenius project "**Chemistry is All Around Network**" (multilateral networks) dedicated to the promotion of chemistry education.

From 2012 to 2014, we participated in the Europe for Citizens project **eBook**, during which students visited places of remembrance related to WWII and created eBooks about their experience.

From January 2013 to December 2014, we have participated as partner in the Comenius multilateral project "**School Safety Net**", which aims to fight early school leaving through four areas (spotting students at risk, helping students with learning difficulties, integrating immigrant students and tackling violent behaviours and bullying).

From 2014 to 2016, Inforef was a partner in the Erasmus+ projects "**School&Work**", to prevent early school leaving creating synergies between schools and the job market, and **V.I.S.I.ON** (theatre activities for blind people; technical partner).

In 2015, participation in the Mobility project **Migrations, Integration and Co-Development in Europe**, two workshops aiming to discuss issues related to the integration of migrants and the perception Europeans have of migrants.

Inforef currently coordinates one project, **Vocational Guidance in CLIL** (a platform to train people to work in a foreign country), and is a partner in four other projects in the framework of the ERASMUS+ Programme: **SONET-Bull** (school bullying), **Not Only fair Play** (sport education), **E-Learning From Nature** (science education) and **SimuCarePro** (for nursing students; administrative and financial management + technical partner).

Experience and Expertise of the organization in the project's subject area

INFOREF has participated for nearly twenty years in European projects on education and has gathered a network of schools, teachers and educational organisations. Several of those projects concerned human and children's rights, as well as inclusion and tolerance such as **Routes** (on migrations) and **I am Not Scared** (on school bullying).

More recent projects (past three years):

E-Book: creation of e-books about the Second World War and holocaust by students;

School Safety Net: a project on early school leaving that focussed on four key factors, including school bullying and the integration of immigrant students. In this framework, Inforef participated in the creation of guidelines on how to integrate immigrant students addressed to students, teachers, headteachers and policy-makers. Some topics addressed here are also relevant in "I Have Rights" (diversity, tolerance, intercultural dialogue...);

Sonet-Bull: creation of an online training platform to prevent and fight school bullying.

Migrations, Integration and Co-Development in Europe: participation in two workshops aiming to discuss issues related to the integration of migrants and the perception Europeans have of migrants.

Contributions that can be provided to the project

Our long experience in European project management.

Expertise in education-related issues.

A working group of various education stakeholders who will provide their experiences, ideas and tools, including:

HELMo-Sainte-Croix: teacher training institution, including for primary school teachers.

AEDE-EL (European Association of teachers), promoter of the e-book project, would be called to provide support.

Liège Demain is a non-profit organisation aiming to promote Liège and its assets. They could take part in the dissemination activities.

SeGEC: network of Catholic education.

Enseignement.be: Official website of Education in the Fédération Wallonie-Bruxelles

AMO "Droit des Jeunes" : (AMO = Aide en milieu ouvert): support service for children in difficulty

Reasons of involvement in the project

For the purpose of previous projects (I am Not Scared, Stay@School, School Safety Net, School&Work, SONET-Bull), Inforef has gathered a working group of teachers, headteachers, counsellors, representatives of public authorities and external organisations and stakeholders working in the field of education. We regularly meet to discuss matters related to those projects (early school leaving, school bullying...). I Have Rights will give us the opportunity to widen the scope of those discussions and to extend our network.

Contact Person's Experience and Expertise

Christine Cloes: Manager of the association INFOREF, project manager

Graduate in Romance Philology and holder of the certificate of pedagogic skill for the upper secondary school. In charge of the general management of the European projects and of the coordination of the educational teams involved in the projects. More specifically responsible for the projects related to social sciences, education, pedagogy, bullying...

Zlata Selak: Project manager, administrative and financial manager

Graduate in Biology. Expertise in administrative and financial management of European projects. General management of the European projects and coordination of the educational teams involved in the projects. More specifically responsible for the projects related to scientific skills (biology, chemistry, environment, energy, sustainable development, etc.) and ICT.

Julien Keutgen: Translator, project assistant

Graduate in modern languages and translation. Participating since 2012 in European projects as translator, project assistant and contact person.