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MINISTERO DELL' ISTRUZIONE E DEL MERITO

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Rivolta d'Adda, 08.01.2024

Circ. n. 104

Alle famiglie degli alunni

Al personale docente

Al personale ATA

Al sito web

Oggetto: accoglienza e integrazione scolastica degli studenti ucraini - Comunicazioni del Ministero dell'educazione e della scienza dell'Ucraina 04-01-2024

Si trasmettono, per opportuna conoscenza e diffusione, le note relativi all'oggetto.

Cordiali saluti

La Dirigente Scolastica

Prof.ssa **Anna Lamberti**

(Firma autografa e firma digitale sostituite a mezzo stampa -
Decreto Legislativo 12 febbraio 1993 n.39 combinato con il CAD)



Ministero dell'istruzione e del merito
Ufficio Scolastico Regionale per la Lombardia

Direzione Generale
Via Polesine, 13 – 20139 Milano - Codice Ipa: m_pi

Ai Dirigenti degli UU.AA.TT.
della Lombardia

LORO SEDI

Oggetto: accoglienza e integrazione scolastica degli studenti ucraini – Comunicazioni del Ministero dell'educazione e della scienza dell'Ucraina

Come è noto, questa Amministrazione da tempo promuove le azioni necessarie ad assicurare l'inserimento dei minori ucraini in fuga dalla guerra nelle istituzioni del sistema nazionale di istruzione, garantendo continuità al percorso di studio avviato in patria e favorendo la loro progressiva integrazione all'interno delle comunità scolastiche di accoglienza.

Con riferimento alla nota prot. AOODPIT n. 61 del 03 gennaio 2024, si provvede a trasmettere il documento del *Ministero dell'educazione e della scienza dell'Ucraina* contenente raccomandazioni metodologiche relative all'istruzione delle studentesse e degli studenti rifugiati nei paesi europei a causa del conflitto tutt'ora in corso e si chiede di provvedere alla tempestiva diffusione dello stesso presso le istituzioni scolastiche presenti nel territorio di rispettiva competenza, avendo cura di assicurarne la conoscenza agli studenti e alle famiglie ucraine ivi presenti.

Si ringrazia per l'attenzione e si porgono i più cordiali saluti.

IL DIRETTORE GENERALE

Luciana VOLTA



Firmato digitalmente da VOLTA LUCIANA
C=IT
O=MINISTERO DELL'ISTRUZIONE

Allegati:

- Allegato 1: nota prot. AOODPIT n. 61 del 03 gennaio 2024 "Accoglienza e integrazione scolastica degli studenti ucraini – Comunicazioni del Ministero dell'educazione e della scienza dell'Ucraina" (pdf, 144 kb)
- Allegato 2: documento del Ministero dell'educazione e della scienza dell'Ucraina "Doc.2.1_UA Ministerial order official translation" (pdf, 198 kb)

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Ministero dell'istruzione e del merito

Dipartimento per il sistema educativo di istruzione e formazione

Ai Direttori Generali e Dirigenti titolari
degli Uffici scolastici regionali

e, p.c.

Al Sovrintendente Scolastico
per la Provincia di Bolzano

All'Intendente Scolastico
per la Scuola in lingua tedesca di Bolzano

All'Intendente Scolastico
per la Scuola delle località ladine di Bolzano

Al Dirigente del Dipartimento Istruzione della
Provincia di Trento

Al Sovrintendente agli studi
della Regione Autonoma della Valle d'Aosta

All'Ufficio speciale di lingua slovena

Oggetto: Accoglienza e integrazione scolastica degli studenti ucraini – Comunicazioni del Ministero dell'educazione e della scienza dell'Ucraina

Come è noto, sin dall'inizio della guerra in Ucraina, il nostro Paese è impegnato ad accogliere i minori in fuga dal conflitto e ad assicurarne l'inserimento nelle istituzioni del sistema nazionale di istruzione al fine di garantire continuità al percorso di studio avviato in patria e di favorire la loro progressiva integrazione all'interno delle comunità scolastiche di accoglienza.

Al riguardo, si rappresenta che è da ultimo pervenuto a questo Dipartimento, per il tramite della Presidenza del Gruppo di Alto livello dell'Unione europea su istruzione e formazione (*HLG on Education and Training*), un documento del Ministero dell'educazione e della scienza dell'Ucraina contenente raccomandazioni metodologiche in merito all'istruzione degli studenti rifugiati nei paesi europei a causa del conflitto.

In particolare, il documento riconosce, quale opzione valida ai fini della continuità degli studi di alunni e studenti rifugiati, lo svolgimento a tempo pieno del percorso di istruzione secondo le regole del sistema scolastico del paese di accoglienza. Il documento precisa, inoltre, che, in tal caso, sarà esclusivamente la legislazione del paese ospitante a regolare gli obblighi e le modalità di frequenza a scuola e a disciplinarne il percorso educativo secondo le proprie norme ordinamentali.

Il documento, inoltre, prevede una serie di disposizioni finalizzate a facilitare il riconoscimento, nel



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sistema ucraino, dei risultati di apprendimento e dei diplomi eventualmente acquisiti dagli studenti nei paesi di accoglienza.

Nel trasmettere la documentazione ricevuta, si pregano, pertanto, le SS.LL. di voler diffondere le determinazioni del Ministero ucraino e le relative indicazioni presso le comunità scolastiche presenti sui territori di rispettiva competenza avendo cura di assicurarne la conoscenza agli studenti e alle famiglie ucraine ivi presenti.

Il Capo Dipartimento
Carmela Palumbo



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PALUMBO CARMELA
C = IT
O = MINISTERO DELL'ISTRUZIONE

Ministry of Education and Science of Ukraine

ORDER

05/15/2023

№563

On the approval of methodological recommendations regarding certain issues of obtaining an education in institutions of general secondary education in the conditions of martial law in Ukraine

In accordance with article 57' of the Law of Ukraine "On Education", clauses 1 and 2 of clause 1, clause 3 of the order of the Ministry of Education and Science of Ukraine dated March 28, 2022 № 274 "On some issues of the organization of general secondary education and the educational process in conditions of military state in Ukraine", paragraph 8 of the Regulation on the Ministry of Education and Science of Ukraine, approved by the Resolution of the Cabinet of Ministers of Ukraine dated October 16, 2014 № 630,

I ORDER:

1. Approve methodical recommendations regarding certain issues of obtaining education in institutions of general secondary education in the conditions of martial law in Ukraine, which are attached.
2. The management bodies in the field of education of the regional and Kyiv city military administrations should bring this order to the attention of the heads of general secondary education institutions.
3. Control over the implementation of this order shall be entrusted to the Deputy Minister of Education and Science of Ukraine in accordance with the division of functional duties.

Minister Oksen Lisovyi

Methodological recommendations regarding certain issues of obtaining education in institutions of general secondary education in the conditions of martial law in Ukraine

Ensuring the continuity of education for children under martial law

In the conditions of martial law, it is important to ensure the rights of children who, as a result of the full-scale invasion of the Russian Federation, were forced to find themselves outside of Ukraine, children from uncontrolled territories, territories of settlements on the contact line, deoccupied territories for continuous education; to provide an opportunity for Ukrainian children who are currently in other countries to continue studying according to the Ukrainian program; to help ensure that Ukrainian children do not lose touch with Ukraine and can continue their education in Ukraine.

The Ministry of Education and Science of Ukraine recommends the following options for obtaining education during martial law for children - citizens of Ukraine, who are forced to stay abroad:

1. to study only in the educational institution of the student's country of residence on a full-time basis;
2. to combine studying in an educational institution of the host country on a full-time basis and in an institution of general secondary education of Ukraine, in particular the State Lyceum "International Ukrainian School", according to one of the forms of education provided for by the legislation (distance, family (home), external);
3. to study in institutions/classes that are organized in the host countries on the initiative of public organizations of Ukrainians with the assistance of the education management bodies of these countries and local authorities and that provide educational services in cooperation with the State Lyceum "International Ukrainian School" in accordance with the concluded agreement;
4. if it does not contradict the legislation of the host country, to study only in an educational institution of Ukraine according to one of the forms of education provided for by the law (distance, family (home), external).

Note that:

the procedure for visiting educational institutions abroad and obtaining an education in general is regulated exclusively by the national legislation of the host countries;

according to the legislation, a child can be enrolled in only one general secondary education institution of Ukraine.

In the absence of any information on the place of residence or whereabouts of students from uncontrolled territories, territories of settlements on the contact line, de-occupied territories, persons who were forced to find themselves outside

of Ukraine, we recommend refraining from expelling them from the educational institution and keeping their personal files and assessment results of previous years at the educational institution. We draw attention to the need to take measures to establish contact with them or their parents, other legal representatives.

When organizing the education of children who left Ukraine as a result of the full-scale invasion of the Russian Federation and are being educated at the same time in the educational institutions of the host country and Ukraine, it should be taken into account that they are mastering two educational programs at the same time. This can lead to an increase in the educational load on children and, as a result, a deterioration in their health.

We recommend that educational institutions where children who are citizens of Ukraine who are studying face-to-face in an educational institution of the host country receive their education remotely should, if possible, take measures to optimize the educational process and take into account the results of studies in those subjects that the student (student) of education masters in a foreign school. In particular:

- draw up a schedule of online lessons taking into account, if possible, the employment of students during the day in the educational institution of the host country;

- not to include in the schedule of online lessons those subjects, the study of which is provided in a foreign school;

- not to include subjects (courses) of the selective educational component in the schedule;

- apply, if possible, asynchronous training using video recordings of lessons;

- to use the national platform for distance learning "All-Ukrainian School Online" (hereinafter referred to as ASO), which will give children the opportunity to learn the Ukrainian program at a time convenient for them and reduce the workload, and the functionality "Teacher's cabinet" will enable the teacher to set tasks and monitor the student's educational progress (students). If the educational institution has a certain number of students of the same class who are simultaneously studying in Ukrainian and foreign schools, it is possible to organize a virtual class for them on the ASO platform.

In order to optimize the educational process and take into account the schedule of online lessons of a child in a foreign school, his parents, other legal representatives can take (recommended) from the educational institution where the child studies at the place of residence, an information certificate, indicating the time the child was at school during day, the list of subjects studied in the academic year, the features of the evaluation system used in the educational institution, and the highest and lowest scores. We recommend that you coordinate with the children's parents (other legal representatives) the schedule of lessons and the specifics of the organization of the educational process.

In order to reduce the workload, students who simultaneously study in an educational institution of the host country and in an educational institution of Ukraine can be transferred (at the request of parents, other legal representatives) to an individual form of education: family (home) or externship. The transfer of students to an individual form of education can take place during the academic year.

To ensure the implementation of the individual educational trajectory of students, in accordance with clause 7 of section I of the regulation on the individual form of obtaining a complete general secondary education (approved by the order of the Ministry of Education and Science of Ukraine on January 12, 2016 № 8, registered in the Ministry of Justice of Ukraine on February 3, 2016 under № 184 /28314, with amendments) the educational institution draws up a schedule of consultations, determines the forms, means, frequency of evaluation of learning results, if necessary, an individual study plan is developed for the student.

An individual curriculum can determine educational components, their sequence, form and pace of learning by the student, different from those defined by the educational program of the educational institution. When developing an individual curriculum, we suggest taking into account the educational program and curriculum of the educational institution where the child studies in the host country.

The head of the educational institution, in accordance with clause 7 of section I of the regulation on the individual form of obtaining full general secondary education, must familiarize the students, their parents, other legal representatives (one of them) with the order of organization of the corresponding individual form of obtaining education, in particular with the order and periodicity assessment

Parents (other legal representatives) can send to the educational institution an individual curriculum signed by them or its scanned copy by any means of communication (fax, e-mail, etc.).

Assessment of learning outcomes

Assessment, in particular final (thematic, semester, annual), learning outcomes of applicants for education can be carried out, if necessary, using distance learning technologies and communication means.

Guided by the norm of the Law of Ukraine "On Comprehensive general secondary education" (paragraph three of the fourth part of article 14), we recommend the evaluation of the learning results of students who are simultaneously receiving education in the educational institutions of the host country and Ukraine, from those subjects that are studied in a foreign school and correspond to the subjects of Ukrainian of a typical educational program, to be carried out on the basis of the results obtained in a foreign school. The transfer of

grades received at a foreign school into the 12-point system within the autonomy of the educational institution is carried out independently. Subjects that the children did not study in the school of the host country (Ukrainian, language, Ukrainian literature, history of Ukraine, geography of Ukraine, defense of Ukraine, jurisprudence) are assessed by teachers of the Ukrainian educational institution using distance learning technologies.

Semester evaluation, depending on the situation, can be conducted based on the results of: thematic evaluation; current assessment received by students during face-to-face, mixed and distance learning; final assessment for the semester, which can be carried out, in particular, in the form of a written test, testing, diagnostic work, oral interview, etc., using, if necessary, distance learning technologies and means of communication.

During the semester evaluation, we recommend that all grades received by the student during this semester (regardless of the form of education), in particular received at the educational institution at the place of temporary stay (this can be any institution of general secondary education, including private educational institutions, in Ukraine or abroad).

According to the decision of the pedagogical council, during the assessment, it is allowed to take into account the results of studies in the relevant subjects (music, physical culture, etc.) obtained by students in extracurricular educational institutions.

Annual evaluation is carried out on the basis of semester or adjusted semester grades (Instructions for keeping a class journal of students of grades 5-11(12) of general educational institutions, approved by order of the Ministry of Education and Science of Ukraine on June 3, 2008 № 496). Please note that: the annual grade is not necessarily the arithmetic average of grades for the I and II semesters. When setting the annual assessment, the dynamics of the student's (student's) personal learning results in the subject and his/her ability to apply the acquired knowledge may be taken into account.

In the absence of documented assessment results for students from temporarily displaced persons and from temporarily occupied territories for the first semester, the annual assessment can be carried out based on the results of the second semester. If the students do not have the results of the final assessment for the II semester, the annual assessment can be carried out based on the results of the I semester, taking into account the current assessment in the II semester (if available). Educational institutions, in which temporarily displaced students studied, can issue them information certificates about the period of study with a list of subjects, individual topics and assessment results. In addition, for conducting semester and annual evaluations, the student (student) of education can provide information from an electronic journal and diary, in particular an electronic one, from a previous or temporary place of study.

According to the decision of the pedagogical council of the institution, approved by the relevant order, the *semester and annual assessment* of students

of grades 5-8 and 10 can be carried out not on a 12-point scale, but on a two-point scale ("passed"/"not passed") in the following cases:

lack of documented assessment results due to objective reasons, in particular due to the lack of opportunities for students from certain circumstances to participate in teaching under the guidance of teachers;

if a student misses more than 50% of lessons in a certain subject;

in the case of a combination of full-time education in the educational institution of the host country and in an institution of general secondary education of Ukraine according to one of the forms of obtaining education;

during the evaluation of subjects of the variable component.

The annual assessment can be conducted before the beginning of the academic year, in particular using distance learning technologies and communication tools. In some cases, the annual evaluation can be carried out during the first semester of the next academic year.

Assessment of students who are receiving education according to one of the individual forms (family, external) of obtaining general secondary education is organized in accordance with the Regulation on the individual form of obtaining full general secondary education, approved by order of the Ministry of Education and Science of Ukraine dated 12.01.2016 № 8, registered in the Ministry of Justice of Ukraine on February 3, 2016 under № 184/28314 with changes.

In accordance with current legal acts (Instructions for keeping a class journal of students of grades 5-11(12) of general educational institutions, approved by order of the Ministry of Education and Science of Ukraine dated June 3, 2008 № 496; procedure for transferring students of a general secondary education institution to the next year of study, approved by order of the Ministry of Education and Science of Ukraine dated 14.07.2015 № 762, registered with the Ministry of Justice of Ukraine on July, 30 2015 under № 924/27369, with changes) both semester and annual grades may be subject to adjustment.

Enrollment in an educational institution. Transfer to the next year of study. Enrollment of study results

In the conditions of martial law, it is especially important to ensure the rights of students to continue their education, in particular, to transfer them to the next year of study in the prescribed manner, to issue certificates of achievements or report cards of educational achievements and documents on the acquisition of education.

Enrollment of children in an educational institution is carried out in accordance with the procedure for enrolling, withdrawing and transferring students to state and communal educational institutions for obtaining a full general secondary education, approved by the order of the Ministry of Education and Science of Ukraine dated April 16, 2018 №. 367, registered with the Ministry

of Justice of Ukraine on May 5, 2018 under № 564/32016 (hereinafter referred to as the Order). According to clause 6 of the Procedure for enrolling children in an educational institution, including grades 1 and 5, as a rule, it is carried out before the beginning of the school year. In the conditions of the legal regime of martial law, we recommend, in necessary cases, to accept applications from parents and other legal representatives for enrolling children, including up to 1st and 5th grades, without observing the deadline of May, 31.

All children who were forced to change their place of residence and were educated in schools abroad, after returning to Ukraine, are enrolled in general secondary education institutions of Ukraine (in those where they studied before the forced displacement, in particular outside Ukraine, or in other general secondary education institutions of Ukraine).

Enrollment of children who were forced to stay outside Ukraine as a result of the full-scale invasion of the Russian Federation to an educational institution in accordance with the order of the Ministry of Education and Science of Ukraine dated March 28, 2022 № 274 is carried out on the basis of an application (submitted personally, by e-mail or in any other convenient way for the applicant) of one of their parents or other legal representatives.

When determining the class to which the child should be enrolled, we recommend that you credit the results of previous education on the basis of an information certificate confirming studying in the host country. Preferably, the certificate contains the following information:

- name and surname, date and place of birth of the student;
- the name of the educational institution and the period of study of the student in it;
- class of study;
- list of subjects indicating the number of study hours and topics studied;
- learning outcomes;
- the assessment system used in the educational institution, indicating the highest and lowest scores;
- date of issue, seal and signature of the head of the educational institution.

The certificate is stored in the personal file of the student.

Guided by the third paragraph of the fourth part of article 14 of the Law of Ukraine "On Complete General Secondary Education", we recommend that students who studied only in the educational institution of the host country on a full-time basis, credit the results of studies in those subjects, which are provided for in the curriculum of the educational institution of the host country, and in the curriculum plan of the Ukrainian school.

Children who, while staying abroad, did not study the subjects provided for by Ukrainian educational programs, or they do not have an information certificate confirming their studies, in accordance with the fifth part of article 17 of the Law of Ukraine "On Comprehensive General Secondary Education" are given the opportunity to undergo an annual assessment before the beginning of

the school year. The form of assessment is chosen by the educational institution. Annual assessment may be conducted using distance learning technologies and communication tools in compliance with the principles of academic integrity. In some cases, it is possible to conduct an annual assessment during the academic year.

In the case of studying in an educational institution of the country of temporary stay and at the same time in an educational institution of Ukraine (by distance, family (home) or external forms), in particular in the State lyceum "International ukrainian school" or in an educational institution that is its partner, recognition of study results (annual evaluation) not required. Transfer to the next year of study is carried out in accordance with the established procedure.

Also, in accordance with the third paragraph of the fourth part of article 14 of the Law of Ukraine "On Comprehensive General Secondary Education", the educational results obtained by children in the educational institutions of the countries of temporary stay, where Ukrainian educational programs were implemented, do not require separate recognition by the educational institution. After returning to Ukraine, these children are enrolled in educational institutions and transferred to the next year of study in accordance with the established procedure, based on the results of the assessment conducted by the educational institution of the country of temporary stay, on the condition that an information certificate confirming the study is provided.

Children who live or have lived in an uncontrolled territory, the territory of settlements on the contact line, de-occupied territory and did not have the opportunity to study in one of the forms of education for more than six months, are renewed in the educational institution where they were students, or enrolled in another institution of Education of Ukraine based on the application of one of the parents/legal representatives (paragraph 7 of the procedure for transferring students of general secondary education to the next year of study). For such students, we recommend conducting subject-specific diagnostic work for the previous year of study and conducting a final annual assessment within 1 semester. Evaluation of diagnostic works is optional, at the same time, at the decision of the educational institution, the evaluation can be carried out both on a 12-point and on a 2-point ("passed" / "failed") scale. Based on the results of the diagnosis, the educational institution develops individual remedial education programs aimed at preparing children for the annual assessment for the previous year of study and organizing the further educational process. For the organization of remedial training, we recommend using the additional hours provided by the educational program of the institution.

Students of grades 1-10 may not be transferred to the next year of study and may be left to re-acquire general secondary education in the same grade based on a written statement from one of their parents or other legal representatives. The decision to transfer a student to the next grade is made by the pedagogical council of the relevant general secondary education institution.

During the transfer to the next year of study or departure from a general secondary education institution, students who were enrolled in the first grade in 2018 and subsequent years are issued a certificate of achievement, students of other classes are issued a report card or a certificate of achievement by decision of the educational institution.

We consider it necessary to apply an individual approach to each student, flexibly use appropriate procedures in the best interests of the child to respect his or her right to continue education.

Obtaining documents on education

A certificate of obtaining a certain level of general secondary education of the unified state standard of Ukraine is issued to children who, while outside Ukraine, received education in a ukrainian educational institution licensed to conduct educational activities.

In case of completion of basic or complete general secondary education in educational institutions of other countries and the student receives the relevant documents, the procedure for recognizing educational documents is applied, which is carried out in accordance with the procedure established by the legislation of Ukraine.

Students of graduating classes who studied at an educational institution of the host country, live or lived in an uncontrolled territory, the territory of settlements on the contact line, de-occupied territory, and under certain circumstances did not receive a document on obtaining an education of the appropriate level, are given the opportunity to take a final (annual) assessment in one of the Ukrainian educational institutions as an extern and receive a document on the Ukrainian model of education. An extern may be assessed for one or more classes within one or more levels of full general secondary education within one academic year.

Issuance of characteristics by place of study

In accordance with the Law of Ukraine "On Education", educational institutions are granted autonomy, which consists in their autonomy, independence and responsibility in making decisions regarding academic (educational), organizational, financial, personnel and other issues of activity, which is carried out in the order and within the limits defined by law .

Within the autonomy of general secondary education institutions in the organization of document circulation, it is possible to issue certificates (characteristics) to applicants for education at the request of parents, in particular those who are in conflict; law enforcement agencies; other enterprises,

institutions and organizations (if such information is possible by law) in compliance with the requirements for the procedure for documentation, defined by the Instruction on record keeping in general secondary education institutions, approved by the order of the Ministry of Education and Science of Ukraine on 25.06.2018 № 676, registered in the Ministry of Justice of Ukraine on September 11, 2018 under №. 1028/32480.

<https://mon.gov.ua/ua/npa/pro-zatverdzhennya-metodichnih-rekomendacij-shodo-okremih-pitan-zdobuttya-osviti-v-zakladah-zagalnoyi-serednoyi-osviti-v-umovah-voyennogo-stanu-v-ukrayini>