

Being a democratic school means:	This can be supported by:	This is how you could get started: (Feel free to use the grid on Page 2 to sort your ideas)
Creating transparency and a public sphere	Shaping your school in a way, that walking through the building you can see and hear what is happening in the classes	Walk through your school during lessons, but also at other times of the day, and take notes: What can you see and hear? What is the atmosphere? Do you notice what is happening in the individual classes?
	Shaping your school in a way, that it feels lively even during lessons	Then consider whether it might make sense to make individual rooms (especially classrooms) more accessible. As a first step, it might be enough to organise an "open day" on which as many people as possible simply leave their doors open. Afterwards, discuss how the participants liked this experiment: What changed? What was disturbing? What was beneficial? Afterwards, you could hold such an "open day" on a regular basis – and perhaps include the corridor and other common areas more in the lessons. If these ideas resonate, the next step could be to consider glazing individual doors or even removing them. In addition, take a look at schools with more open spatial concepts – be it in the context of an expert lecture or through excursions. There are now more and more open-plan schools or Innovative Learning Environments (ILEs) all over the world in which walls are deliberately dispensed for pedagogical reasons. You can find corresponding examples in the attached document on inspiring school building.
	Keeping important information easily accessible to all	Conduct a survey of parents, students and teachers: Where can you find up-to-date information about everyday school matters such as cover lesson plans, cancellations of lessons, holidays, school trips, etc.? What would be the ideal way for you to access such information? For example, use an anonymous online survey tool such as https://www.soscisurvey.de Based on the feedback from your surveys, develop ideas on how to make important information more accessible. Perhaps you could set up an internal section on your website and also put up a digital information board in the entrance area of your school? Is there a school app that you can use for this? In addition, you could think about publishing a weekly or monthly online school magazine with up-to-date information – which might be jointly produced by a teacher-student editorial team?
	Opening the school building to external people as well	Again, first assess the current situation: Which external people or institutions already use your school? Who else comes to mind? Would it be possible to enter into a partnership with another institution/club/organisation? For example, the local music school could use the school's rooms in the afternoon and also support you with music lessons in the morning.

This initiative to create transparency and a public sphere can be implemented quickly	... requires some lead time	... requires a rather long lead time
... is inexpensive to implement			
... is not inexpensive, but not too expensive either			
... is quite expensive and can only be realised with additional funds			