



Planning Standards

Erasmus+ Project 2020-22

Visits to Schools

- September 2021 Germany (teachers)
- 04.-09.04.2022 Germany (with students)
- 03.-8.10.2022 Italy (with students)
- 13.-18.03.2023 Spain (with students)
- 15.-21.05.2023 Poland (with students)
- 04.-06.09.2023 Spain (teachers)

Erasmus+ Project Principles

- 6 days + 1 travel-day
- 8 students per school on each trip
- 2 teachers

Student Ambassador Selection

- Students are age 15 +
- They must be interested in the project-subject
- They must be interested in languages and have a working knowledge of English
- They must have good social skills including independent research skills and team work
- They must have an interest and enthusiasm for other cultures and an ability to appreciate difference

Pre-Hosting Planning

- Every effort should be made to match the students with gender, age and interests in mind
- A common application form should be used across the project to enable good matching to take place
- Students are encouraged to contact their host family/student at least one month before visiting
- All students should bring a typical regional gift for the host family to the value of no more than 15 Euros

Pre Hosting Planning(cont)

- Family's authorization to travel
- Check and/or bring health insurance
- Check passports/ID details are in date
- Check all homework/assignments are complete

Hosting Obligations

- All students involved in the project must agree to host at least one student from a partner Erasmus+ school
- Hosts must provide food and drink for the duration of the stay; this should include breakfast, lunch and dinner as well as drinks/snacks at home for the duration of the stay.
- Transports out of the school activities and meals outside home must be paid by the participants.
- All families must make an effort to show the visitor the local attractions and ensure young peoples' safety at all times (except in Poland)

Transport Standards

- Transport costs due to project activities will be shared by each school according to the number of participants
- The host school will arrange the transfer from the airport to the host school but will not incur the cost

Visit Arrangements

- Host country distributes a preliminary program for the visit one month in advance and a detailed program one week before. It includes:
 - Times
 - Locations
 - Activities
 - Avoid arriving early/late for the program
 - One family day and one culture day by hosting schools

Food and Drink Standards (Staff)

- Meals paid by each participant

Visits and Trips Standards

- Each school will pay for its own participants to all visits and trips
- Costs for materials, workshops or experts during the mobility are covered by the host school
- One day is sightseeing (by the hosting schools)
- Four days are for working on the project

Tasks

- The host school will take care of reporting each meeting
- Students will spread out the project's information on socials (no people's photos on social media!)
- Each school: Updating of etwinning platform. Editing on etwinning of the lesson plans.
- Evaluation and monitoring instruments and materials: the school coordinator is responsible for both students form and mobility report.

Final product:

- The hosting school is responsible for the final product of its mobility;
- The Spanish school is responsible for the final product of the project (escape room- game unit)
- Joint activities: see at the subpage “Meeting Germany”

Communication

- Skype/etwinning meeting
- More frequent communication via e-mail or/and socials
- All official communication is meant in English

Managing project meetings

- The host country will chair project meetings in their own country
- The host country will be the time-keeper of the meetings and the breaks.