

Template for Transnational Cooperation Activities

Type of event:

Transnational thematic activities linked to the objectives, priority target groups and themes of the programme

For which sector(s):

 School Education Vocational Education and Training Higher Education Adult Education Youth

Key action(s) targeted:

 KA1 KA2 KA3

Budgetary year: 2018

Hosting country: PL

Coordinating National Agency (use full name and abbreviation): **Foundation for the Development of the Education System (FRSE)**

Partner National Agency(s) (if applicable, use full name and abbreviation):

Title of event: **Health and safety of Erasmus+ students**

Event organiser			
name:	address:	phone number:	email address:
Foundation for the Development of the Education System, the Polish National Agency for the Erasmus+ programme (PL01)	00-3015 Warsaw, Aleje Jerozolimskie 142A	+48 2246 31 243	renata.decewicz@frse.org.pl

Starting date of the event: 11/07/2018

Ending date of the event: 13/07/2018

Event venue (city, country): **Warszawa (Miedzeszyn), Poland**Working language: **English**Number of places in total: **50**Profile of participants: **Erasmus+ Institutional coordinators (or contact persons) at HEIs in Programme Countries**

We expect that participants of the seminar will have ca 5 years of experience in organisation of Erasmus student mobility and are familiar with requirements for pre-departure and during-the-stay mentoring for students-mobility participants.

We are looking for those HEIs representatives who are willing to contribute in the following way:

- 1) Offers for presentations (see topics below)
- 2) Charing workshops (see topics below)
- 3) Reporting from workshops
- 4) Contribution to a report for dissemination purposes

Themes and goals of the event: Overview of existing practices helping to ensure health and safety conditions for Erasmus+ student mobility.

The event will have a form of plenary and working sessions.

It is expected that each participant is able to describe procedures and initiatives undertaken at home HEIs aimed at:

- a) Good preparation of Erasmus outgoing students for their travel and stay abroad
- b) safe and healthy conditions of stay for their Erasmus+ incoming students

Proposals for topics to be discussed during the seminar:

- Information related to health and safety needed prior to students' departure
- Procedures at HEIs related to health and safety of Erasmus incoming students
- Cooperation between HEIs and local police, municipal police – procedures, lectures/ meetings/ joint initiatives
- Buddies/mentors assistance

Expected results:

Enhanced knowledge of Erasmus Institutional Coordinators/ contact persons.

Identification of good practice examples.

Programme of event: draft programme is attached

Event's webpage (if applicable): n/a

Travel information: to be provided in May 2018

Event fee (amount in EUR, if applicable): not applicable (accommodation and meals are to be covered by the FRSE)

Event fee (what covers the fee): not applicable

Travel costs (who covers the travel costs): to be covered by sending NAs (or sending organisation)

Number of participants per country: 2-3 depending on the level of interest

Deadline to which NAs inform organizer about number of participants, they will send:

30/04/2018 ; please send the information to Renata.decewicz@frse.org.pl

Deadline to which organizer confirms number of places reserved: 15/05/2018

Deadline for sending details of participants to hosting NA: 08/06/2018

Types of participant's data sending to the organizer:

- **Name and Surname**
- **Name of HEI represented and its Erasmus code**
- **Position at HEI**
- **Relation with responsibilities linked with health and safety of Erasmus exchange students**
- **Number of students outgoing and incoming to the HEI**
- **Willingness to be a speaker at a session (if so, please specify which session)**
- **Willingness to be a reported at a plenary (if so, please specify which session)**

Registration (if applicable): registration requesting more logistical and content-related details will be open at the beginning of June 2018.

Is National Agencies staff welcome? yes

If yes, what is role and rules of participation of NA staff in event (eg. limit of number of persons in general, from one country, financial rules, deadline for registration etc.): staff members with experience in Erasmus higher education student mobility. It is expected that NA staff can contribute as chairpersons at sessions or reporters at plenary.

Additional information (if applicable):