

## Partnership agreement

This agreement is between **Eplefpa Auch Beaulieu Lavacant (France)** and **Střední odborná škola Znojmo, Dvořákova, příspěvková organizace (Czech Republic)** to carry out activities of project No 2019-1-CZ01-KA102-060693 called “Go abroad, you will learn more!”.

This project is funded by Erasmus+.

### **Duration of the Partnership Agreement**

The partnership will be in place from 1<sup>st</sup> September 2019 – 31st December 2022

Activities in school year 2021/2022 will be 12<sup>th</sup> June 2022 – 25<sup>th</sup> June 2022

### **Střední odborná škola Znojmo, Dvořákova, příspěvková organizace is responsible for :**

- realization planned activities
- financial and administrative management of the project
- realization the project promotion
- transparent selection project participants
- personal interviews with pupils and their legal representatives
- providing a certificate of medical fitness for a foreign stay
- ensuring student transport in the Czech Republic - to the airport and back, ensuring plane tickets to France and back
- student and accompanying persons insurance (travel and health)
- lessons on safety, occupational health and safety and familiarization students with the analysis of risks associated with stay in a foreign internship
- instruction the consequences of breaching the rules in trainee’s behavior during the stay for pupils and their legal representatives (e.g. hotel accommodation at the expense of the pupil, payment of self-catering, payment of extra costs for transport in case of immediate termination of the stay and purchase of new plane tickets, returning pocket money and other financial costs given by school)

- will provide accompanying persons who will support the trainees and evaluate their work
- language and cultural preparation of pupils before departure
- working out the program of stay (working and cultural) in cooperation with Eplefpa Auch Beaulieu Lavacant
- evaluation the project activities with Eplefpa Auch Beaulieu Lavacant
- processing Units of learning
- disseminating the results of the project on a regional scale
- ensuring a transfer of funds from the account of the project Střední odborná škola Znojmo, Dvořákova, příspěvková organizace (Account No: 115-4617940287 / 0100) to Eplefpa Auch Beaulieu Lavacant - The application for this funding must be delivered from Eplefpa Auch Beaulieu Lavacant by official e-mail or sent on headed paper by post
- funds for a foreign stay (accommodation, meals, cultural visits, transport to the internship place) must not overrun the mobility costs **€14400** maximum - 16 participants.
- cooperation in the selection of quality and professionally appropriate work placements for the participants of the stay relevant to their specialized study orientation (agriculture, wine-growing, agro-tourism, places for cooks and waiters, confectioner)
- financial support to cover the costs of organizing this stay in France by the responsible persons (administrative costs of the partner organization) maximus **€1600**.
- monitoring, evaluation and dissemination project results
- processing the final evaluation report
- ensuring the Europass - mobility for participants of stay
- ensure compliance with covid measures (for vaccinated participants - covid passport, for non-vaccinated participants - PCR tests) when entering France

Eplefpa Auch Beaulieu Lavacant is  
responsible for:

- selection the quality and professionally appropriate work placements for the participants of the stay relevant to their professional orientation (agriculture, wine-growing, agro-tourism, places for cooks and waiters, confectioner)
- ensuring the person who will be responsible for realization the traineeship for the Czech participants
- ensuring the transport for participants from the airport immediately after arriving in Toulouse (first day of the stay) and to Toulouse airport on the day of departure (last day of the stay)



- ensuring accommodation and all-day dining for participants throughout the stay, evening meals are required every evening, provide assistance for organizing two Friday evening meals and weekend meals
- ensuring accompanying Persons to have single rooms, the participants will be able to share a room
- ensuring cultural activities at the weekend during the stay - including transport if needed
- ensuring contact between the responsible persons of the partner schools during the stay
- ensuring a wifi connection for trainees - to communicate with the trainee manager in the Czech Republic and to get in touch with legal representatives (at the workplace, at the place of accommodation or getting acquainted with the trainees with the possibility of wifi connection in a publicly accessible place - café, restaurant, office ...)
- ensuring telephone contact between a responsible person - a staff member of the French school and all trainees
- ensuring work activities according to schedule in the normal working hours of the French workplace
- ensuring activities in the afternoon and evening
- introducing the responsible persons from the selected workplace in France with the rules of health and safety, the risk analysis implemented by the Střední odborná škola Znojmo, Dvořákova, příspěvková organizace
- familiarization all participants with health and safety rules and risk analysis of work activities at a particular workplace, trips, accommodation, meals, afternoon and evening activities
- ensure that every workplace gives a written report about the progress of the work stay to the individual trainees - scope, content, evaluation - according to ECVET Learning Units
- ensuring transport to the workplace and from the workplace safely if needed
- immediately informing a contact person in a partner organization when the internship schedule is changing
- immediately informing a contact person in a partner organization of the trainee's injury or illness
- immediately informing the contact person in the partner organization in the event of inappropriate trainee's behavior, breach of the job obligations e.g.
- provision attendance certificates to each participant
- provision language and translation support to participants if they need to solve any problems or issues to be resolved promptly and efficiently

- completion all relevant documents delivered by the Střední odborná škola Znojmo, Dvořákova, příspěvková organizace
- completing the ECVET Learning Units
- evaluation of the stay
- ensuring the accompanying persons to support trainees during a two-week internship
- co-operation in disseminating project results
- observance planned activities according to the pre-prepared program
- ensuring the pupil's meals if it is not provided by the employer
- ensuring medical treatment in case of pupil's injury or illness

Signatures of statutory representatives of partner organizations:

Date

Signature

Name : M. Eric SACREZ

Position: headmaster

Signed for on behalf of Eplefpa Auch Beaulieu Lavacant



Střední odborná škola Znojmo,  
Dvořákova, příspěvková organizace  
Dvořákova 1594/19, 669 02 Znojmo  
IČ: 00055301

Date

Signature

Name Ing. Josef Brouček

Position headmaster

Signed for on behalf of

Střední odborná škola Znojmo, Dvořákova, příspěvková organizace

