

SCHEDULE OF CONDITIONS

ERASMUS + IN IRELAND – 2021-2022

Workplacement

From 28th November to 18th December 2021

From 29th May to 25th June 2022

Sending partner

Lycée HENRI BECQUEREL General and vocational high school

1 boulevard Henri Rousselle

77370 NANGIS, FRANCE

Phone number 01 64 08 73 83

Fax number: 01 64 60 91 75

<http://henri.becquerel.free.fr>

The Head director: Mrs Nadia REZANA
E-mail address: 0772277q@ac-creteil.fr

The accountant : Mrs Marie Danièle ASCHARD
E-mail address: int.0772277g@ac-creteil.fr

Teacher in charge : Mrs Murielle Assouvie
Murielle.assouvie@gmail.com

THE TEACHERS INVOLVED IN THE PROGRAMME

- Murielle ASSOUVIE (commercial economy and management teacher) 06 78 78 85 94 head teacher for the ERASMUS PLUS European program
- Laurence DUQUENNE (commercial economy and management teacher)
- An English teacher

THE STUDENTS INVOLVED

7 students (3 boys and 4 girls) in vocational school preparing a career as sales employee. Moreover they are enrolled in a European Section and use English for some courses. They have to practice in Irish currents items shops (cloths shop, shoes shop, sport shop...) in Dublin or other big cities during a **3- week work experience** for the first group and a **4 week-work experience** for the second.

The project involves 2 groups. The first one is 11 students in their last year (Terminale class). The group is composed of 7 boys including only two major and 3 girls.

The second group is composed of 7 girls from Première class.

All students are enrolled in the European section and therefore follow reinforcement in English. They are volunteering for an internship in a company in Ireland. They will have already completed between 4 and 10 weeks of sales training in companies in France. The English levels are as follows: The first group (November-December 2021): level B1 for 7 students and level A2 + for the 4 others. The second group (May-June 2022): level B2 for 1 student, B1 for one student and level A2 + for the 5 others.

OBJECTIVE OF THE TRIP

The main objectives of this trip are to develop the professional and linguistic abilities of the students in a 3 weeks work placement in shops and to motivate them in their learning and to widen their cultural interests.

The training period should be focused on selling techniques, management, and merchandizing. Our students have already between 4 to 10 weeks training periods in stores.

DETAILS OF THE STAY PLANNED

First group: The work placement will take place from *29th November to 17th December 2021* (3 weeks) with a arriving on 28th November and a departure on 18th December.

Second group: The work placement will take place from 29th May to 25th June 2022 (4 weeks) with a arriving on 28th May and a departure on 26th June.

CARACTERISTIC OF THE PARTNER

The partner must

- provide training places, in shops of the tertiary sector in Dublin, around Dublin or other big cities in Ireland.
- ensure the respect of the professional objectives of the internship in companies: merchandising the products in the point of sale, dealing and sales with customers...
- support travel between host families and host companies places and transfer from Dublin airport.
- English learning could be suggested but the students will follow the English lessons on OLS (Erasmus platform)
- ensure the logistics involved in the reception of students and their teachers from the airport.
- provide accommodation in host families in full board (minimum 2 students per family).
- transmit information about the families and companies as soon as possible (names, addresses, phone number and other useful features).
- offer compulsory cultural outings (2 outputs on 2 weekends)

- appoint a referent on site available at any time for students and capable to interfere in case of need (problem in families, disease...)

ASSESSMENT

During this period, the students will have precise professional goals to meet (the teacher will leave a chart of negotiation activity to the manager).

The assessment will be undertaken and certified by the French teachers and will be notified in the official evaluation that finalises their High School Diploma.

The staff concerned by the work placement will arrange an appointment in the company at the end of the work placement for the assessments by the French teachers.

LOGISTIC SUPPORT

THE RESPONSIBILITIES OF THE FRENCH PARTNER

The French teachers will accompany the students to the place and will stay 2 or 3 days.

For the end of the placement the teachers will return to assess the students and accompany them back to France.

The teachers are responsible for preparing the students before their trip concerning pedagogy, professional and linguistic skills.

They will organise all administrative formalities before departure. They will ensure successful integration for the students in the best conditions.

Before departure the teachers will be ensuring the following administrative formalities:

- Valid identity cards
- Insurance for civil responsibility
- Permission to leave the territory for minor students
- European cards of health insurance
- **Get the coronavirus vaccination certificate for all the students**

The school (Lycée Henri Becquerel) will purchase the plane tickets for the trip from France for the students and the teachers.

The students will receive practical information in France and once they arrive in their environment: about public transports (if necessary), about, pharmacy, doctors, shopping places, visiting places and so on....

THE RESPONSIBILITIES OF THE PARTNER

They will:

- arrange the work placements in stores
- ensure the goals are respected in their traineeship
- welcome the students and the teachers on their first day
- ensure the placement of the students in the families
- transmit information on the families and the companies as early as possible (at least end of December)
- propose English courses or e-learning lessons and cultural visits around.
- name a contact person for the students in case they need help or have a problem
- give them complete information on the places for the work placement, the public transport, the place for English courses and excursions.

THE COMPANIES

The companies that will receive the students must be a company that does retail sales

They will engage to:

- respect the objectives of the training program
- ensure that the students are followed correctly during their training
- give an official attestation of their presence
- evaluate their work
- **observe and respect the coronavirus alert**

THE HOST FAMILIES

The Irish families could welcome 2 students at the same time. They could be close each of them and close to the company places. They must make available rooms with storages.

The family members must be vaccinated against the Coronavirus.

Evening and weekend meals must be provided. A packed lunch will be offered in the case of cultural outing during the weekend and during the days of the work placement.

Host partner

Legal Name:

Business name:

Address

Registered in Ireland

Directors:

ERASMUS OID Number-----

Signatures/Stamp/Date