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Dear project partners,

We, Private Vocational School Pro scholaris in Žilina, as co-ordinating country of the Erasmus + project n° 2019-1-SK01-KA229-060651 have to communicate you the attitude towards the following activities planned in the project Travelling Raises an Inclusive Partnership.

On 12 June 2020, the European Commission entered into force a note, which regulates some aspects of project implementation, especially with regard to the implementation of virtual mobilities and activities under the Erasmus program in the coming period.

Thanks to document mentioned above we propose to create internal risk management measures. Internal measures in case of our project will include the information **about the organization of following project activities and how we will deal with the cancellation and / or postponement of the project activity.**

We realized 1 Learning/teaching/training activity for teachers in Turkey, but the following meeting was impossible for the expansion of Corona pandemic. As the solution the Italian partner proposed to postpone the Italian mobility from 8th to 14th March **to the 25th of September to 1st October 2020** and this decision was approved for all the partners during the videoconference call.

In the conclusion, which is uploaded on the project website as well, we wrote that if the situation got worse we would make a decision with respect to circumstances.

The first decision was to apply for the extension of the project duration. We made it via e-mail and it was approved by all the project partners. The application form was approved on 13th of July 2020 and the project was prolonged **until 31st of August 2022.**

The second step is to monitor the situation with respect to Corona virus in European Union and all over the world carefully. After the situation gets better and our

superiors and government give permission to organizing the Learning/Teaching/ Training Event, we will realize all the planned activities. As the current situation regarding Corona virus is not favourable, we therefore propose the partners to follow these suggested steps which can be called a **crisis project management**:

- a. Send a short description of the situation with the Corona pandemic in each partner's country to the project co-ordinator to communicate continuously among the partner organizations, as the situation in Europe is very dynamic and changing every day. The statutory representative of the school / organization is obliged to take into account the guidelines of the Ministry of Education, Youth and Sports of each partner country, the Hygienists, the founder, etc.
- b. In case of the impossibility of physical participation in project activities, the partner organizations will inform the others about the situation and we will postpone the following LTT activities. If the situation gets better we will start as soon as it is possible. Each project partner must inform the national agency about changes in the project implementation.
- c. We will monitor the situation and we will decide the date of the following LTT when the situation gets better to book all the services and organize them in the best quality as possible. When planning a physical project activity, ensure such a method of transport and accommodation that will provide us with the most advantageous cancellation if necessary.
- d. If it is not possible to carry out physical activity due to epidemiological measures, we will not cancel the mobility itself but change the format of the activity to the virtual one. In this case the hosting country will create the itinerary of 5 days, where all the seminars, visits, workshops and lectures will be realized via ZOOM, videos, youtube channels, virtual visits etc. . In case of implementing virtual project activities, there are some rules to apply, which will be specified if this situation occurs.
- e. All decisions and changes in management and implementation must be documented for possible review by the National Agency or the European Commission.
- f. We propose to the project partners to name an authorized representative who will inform the selected students (their legal representatives),

employees participating in the project activities about changes in project implementation, etc. We recommend partners to name the school project co-ordinator to be the representative person.

We, as a project co-ordinator, have to submit the interim report until 31st of March 2021, where we will describe all the project activities from 1st of September 2019 to 28th of February 2021.

In conclusion, during this critical situation (COVID 19) we propose the project partners to organize meetings and dissemination activities at local level such as: meetings with the school TRIP travel agency, with local travel agencies, discussions about the impact of Corona pandemic in tourism sector, organization and realization of Social inclusion trip. All these project activities can only be carried out if all epidemiological measures and recommendations are followed. As we see travelling in September or October 2020 unrealistic, we suggest to organize one of the mobilities during the winter (December - February). If is necessary the LTT order can be changed (1st Option is Lithuania – Catalunya – Italy, 2nd option is Catalunya – Lithuania – Italy or 3rd one is Catalunya – Italy - Lithuania).

We ask each partner to respond to our suggestions via e-mail (ladnakova@soaza.sk and riadite@soaza.sk). We wish you the best beginning of the new school year.

Best regards,

Mgr. Tomáš Milata

Headmaster