

ERASMUS+ YOUTH
KEY ACTION 1
SEMINAR

Be active! Make a change in 2020!

ST ALBANS, UNITED KINGDOM

1st-8th May 2020

INFO PACK



Tree Of Colours CIC



Erasmus+

Welcome

Hello you,

Great you decided to join our seminar 'Be active! Make a Change in 2020!' organised by Tree Of Colours organisation and co-founded by Erasmus + Programme in UK. This document contains the basic information to make your participation as worthwhile as possible. It is an informative document with the essential information. Any other questions or requirements, contact us if you did not find the answer elsewhere.

What can you find in this document:

- Information about the project
- Where it will take place
- When does it concretely start and ends
- How to get there
- What to take along / prepare for this event
- Other useful information

About the project

"Be active! Make a change in 2020!", a 7-day-lasting international seminar with different 8 countries involved: Greece, Cyprus, Malta, Romania, Latvia, Italy, Turkey and United Kingdom, 34 participants, designed for youth workers/educators/ youth leaders/facilitators to improve communication and social skills of the youths. The topics addressed are wellbeing, inclusion and social dialog. The seminar is taking place from 1st May to May 8th in ST Albans, United Kingdom. The event will start on May 1st in the afternoon and end morning on May 8th 2020.

Aim

'Be active! Make a change in 2020!' project aims to promote quality in youth work projects and their impact through creating a groundwork to build enhanced compassionate, thoughtful and healthy communities where participants can be confident with their emotions, share experiences, develop positive mind-sets and develop tools and strategies designed to address their social issues efficiently and develop their capacity.

Objectives

- To explore the concept of wellbeing, how to improve and maintain wellbeing;
- To familiarise with and better understand how to create healthy, compassionate and supportive communities;
- To promote values such as social inclusion, tolerance and empathy;
- To raise attention about non-formal education as a tool to promote integration and fight against racism and xenophobia;
- To explore concepts as compassion, empathy and mindfulness;
- To develop youth workers' skills, competences and knowledge in positive physiology, teamwork, leadership and coaching;
- To develop their capacity to communicate in compassionate and non-violent manner;
- To create space for supporting process and development in order to build up competences of the participants on how to be a good learner and how to be creative;
- To assess and exchange good practices and common pitfalls;
- To create space for creating new networks and for the fostering of new partnerships in the framework of the Erasmus + programme.

Participants

The seminar is designed for leaders working directly with and for young people on a daily basis like youth workers, trainers, teachers, facilitators and community leaders.

Funding is provided the British National Agency for ERASMUS+: Youth in Action, Key Action 1, Mobility of Youth Workers. Participants need to be willing and committed to fully participated during all sessions of the seminar and should furthermore commit to carry out agreed preparatory tasks and be willing to follow-up on the seminar outcomes via active youth work, ideally in co-operation with their partner organisation.

Participants will be selected by the partner organisations in close cooperation with leading organisation according to the following criteria (selection process will be made public, and will be fair and transparent):

- being youth workers, teachers, trainers, facilitators and community leaders, to be directly working with and for young people on a daily basis;
- must be willing to practice meditation and diverse sport activities during the training course;
- must be aged 18+ and be residents in the country of the nominating partner organisation;
- are able and ready to work in English;
- are motivated and willing to commit to work on the objectives of the seminar;
- are able to act as multipliers after the end of the educational activity and transfer the obtained knowledge back to their organisations and young people;
- should commit to carry out agreed preparatory tasks and be willing to follow-up on the seminar training course via active youth work.

Hosting & partner organisations

-  TREE OF COLOURS CIC- United Kingdom (hosting organisation)
-  UNITED SOCIETIES OF BALKANS -Greece
-  YOUTH FOR EXCHANGE AND UNDERSTANDING - Cyprus
-  GENISTA RESEARCH FOUNDATION - Malta
-  Asociatia Generatia Schimbarii AGES- Romania
-  Young Folks LV -Latvia
-  Associazione Culturale EUTOPIA- Italy
-  IYACA youth organisation -Turkey

Main activity

The main activity of this project is the seminar, which will take place in St Albans, UK on the 01/05-08/05/2020.

34 participants from 8 countries (Greece, Cyprus, Malta, Romania, Latvia, Italy, Turkey and United Kingdom) will participate at the training seminar.

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► May 1st – 8th of 2020 ► ST Albans, United Kingdom

DAY2DAY programme

	1 st May	2nd May	3rd May	4th May	5th May	6th May	7th May	8th May
ARRIVAL (@)	LANDING	presenting	youth work	wellbeing	discovery	creativity	future	BYE BYE
07.15 – 09.00	arrival	breakfast	breakfast	Breakfast	breakfast	breakfast	breakfast	breakfast
09.00 – 9.30		Official Opening	learning diary mirror & hat	learning diary mirror & hat	learning diary mirror & hat	learning diary mirror & hat	learning diary mirror & hat	Where does our personal learning go from here?
9.30 – 10.30			Youth work	the young person	NFE applications	Leadership styles	Recap	
10.30 – 11.00		transfer to venue	coffee break	coffee break	coffee break	coffee break	coffee break	coffee break
11.00 – 12.30	Group building		Exploring emotional wellbeing in the community	Interactions/ perspectives	Emotion seeds	intro to project management and ideas to follow up	networking	
12.30 – 14.30	checking in		lunch break	lunch break	lunch break	lunch break	lunch break	lunch break
14.30 – 16.00	@ venue	setting the grounds	The general portrait	debate	discovery	Erasmus + solutions	presentation of follow-up actions	
16.00 – 16.15	First Welcoming Introduction to the project	coffee break	coffee break	coffee break		coffee break	coffee break	
16.15 – 17.30			daily reflection	daily reflection		daily reflection	youthpass, personal development plan, evaluation	
17.30 – 18.30		youthpass & learning diary	case studies	NFE Laboratory	free time traditional	Me as a multiplier Youthpass and key competences		
	Reflection							
18.30 – 19.30	dinner break	dinner break	dinner break	dinner break	dinner	dinner break	dinner break	
20.00 - 🍷🍷🍷	welcome evening	exploring each other	intercultural evening	games evening		hunting 4 pearls	C U soon party	
➔	reflection & assessment of learning		➔ setting the frame & discovery			➔ content & practice		

Please note that certain programme parts may undergone slight changes, according to further preparations by the team, confirmations (or not) of other engaged stakeholders and changing realities. You will get a detailed programme with timetable and contents at your arrival, anyhow, no worries: the objectives have not been changed 😊.

Financial conditions

Following the rules of ERASMUS+, the costs of your international travel are covered up to the following total amounts (if you prove that your travel falls into the corresponding distance band).

We will cover your travel costs according to the European Commission travel reimbursement to a maximum amount per country of:

**20
Euro**

(km 10 – 99)

United Kingdom

**275
Euro**

(km 500 – 1999)

Latvia and Italy

**360
Euro**

(km 2000 – 2999) Greece, Romania, Malta and Turkey

**530
Euro**

(km 3000-3999)

Cyprus

Furthermore ...

► you are in charge of arranging your own insurance (health, accident, liability) for your travel/stay in UK

► full participation in the programme from evening of 1st May to morning of 8th May is mandatory to be eligible for the reimbursement of travel and subsistence costs, you cannot arrive later or leave earlier from/to ST Albans Academy.

Financial conditions

What we need in order to be able to transfer your money after the mobility:

- Keep all your tickets (bus tickets, train tickets, electronic flight ticket, travel agency reservations, local bus tickets, local train tickets, booking reservations etc.)
- Keep all the receipts/invoices (you should ask for a receipt with your train/bus tickets and for an invoice for your flight tickets)
- All your flight boarding passes (outward and return for all your flights).
- You should **use public transportation**. We can cover gas and tolls (private transportation) **ONLY** in very very special cases. You need to receive our **written approval before the mobility booking your tickets and before the mobility**.
- We can accept a taxi receipt **ONLY** if you can prove (written) that the time you travel there isn't any public transportation

- If you cannot provide your original tickets, receipts, boarding passes and invoices clearly stating the travel company, your name and the exact costs of the tickets, we will not be able to reimburse you.
- If you don't have our written approval before for your booked tickets, we will not be able to reimburse you.

Please DO NOT BUY any tickets before the final, written approval from the organisers!

*You can take two extra days before or after the training

Reimbursement will be done **via bank transfer to the account** of partner organisation, after the training and as soon as we receive all original documents.

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The venue

The seminar will take place at Academy St Albans, a delightful residential education and activity centre, set in peaceful, countryside setting with majestic buildings and beautiful grounds in the village of London Colney. The distance is about one hour and half train ride away from central London. The selected participants will share of two or three-bedrooms and bathrooms with several other participants, divided into male and female. The activity will take place in the same location, in a fully equipped seminar and conference room. Please be however open-minded and curious to sample British renown cuisine.

During the activity, are offered a choice of nutritious food at each mealtime: breakfast, lunch and dinner. Every menu includes a selection of hot and cold items including fresh fruits and vegetables. You will be provided with coffee breaks (coffee, tea, etc) and meals at the venue's restaurant. St Albans residency is situated within 15-min walk away from shops and supermarket. Towels and basic shower/shampoo are **NOT provided**.



Website: <http://www.academyresidences.co.uk/academy-st-albans/>
Address: **Academy St Albans All Saints Pastoral Centre, Shenley Lane, London Colney, St Albans Hertfordshire | AL2 1AF**

How to get there

For participants coming from abroad, the very best for you would be to travel to a nearby AIRPORT. Please keep in mind when arranging your travel the distance between London airports and location of the seminar. There are many ways to arrive to the venue and the address is: **All Saints Pastoral Centre Shenley Lane St Albans AL2 1AF.**

The location is easily accessible by train and bus. The closest rail station is Radlett (services to/from London St. Pancras). The station is a short local bus ride away from Academy St Albans. Also, St Albans city rail station is a good possible way to get there with a 38 min bus drive to the location. Only local buses stop near venue and are just 8 min walk away.



Travel information:

The main nearest International airports are:

- London Luton 27 km
- London Stansted 47 km
- London Heathrow 47 km

Getting here:

All Saints Pastoral Centre Shenley Lane St Albans AL2 1AF

By rail – Nearest railway stations are:

- **Radlett** (5.4 km)
- **St Albans city** (6.3 km)
- **Borehamwood** (7.7 km)
- **Potters Bar** (13.6 km)

Useful information

Currency

UK's currency is the Pound. No other currency is accepted and it is best to exchange other currency at a bank before the activity.

In case of Emergency

Emergency number in UK is **999** and it can be called for free from any telephone line! National Non-Emergency Police is **101** and UK National Medical Helpline - NHS Direct (24 hours) is **111**.

Health Insurance

All the participants should have a European health insurance card.

<http://ec.europa.eu/social/main.jsp?catId=559>

In case you are not able to have a European health insurance card, you should have a private or public insurance valid in UK.

Medical Issues / Special Diet

For special diet requirements (vegetarian / vegan / no pork etc.), allergies or any possible medical issue (for which you will need support during your stay), please inform the organisers prior your arrival.

Drugs & Alcohol

All kind of drugs (both use and sell) are prohibited in UK. Alcohol can only be consumed by those aged 18 and over. The only place on site where you'll be able to buy and drink alcohol is adult only loft bar, usually open from 10.00-22.00 each day.

Smoking & Vaping

It is permitted only to the designated areas for both smoking and vaping. Anyone caught smoking or vaping inside the building will be dismissed from site immediately.

Code of conduct & Quiet Hours

We expect respect and no noise disturbance for others on the site during the activity. You should avoid parties (especially in rooms) and to be loud during 'common quiet hours' (**23:00- 07:00**) it is **illegal** and consequences may follow.

Electricity

In UK and at the location electricity plugs are UK-type 3-pin plugs, 220-240V, 50Hz AC.

Local Taxi Herts Cars 01923 494949

Local Area Information

Location is in the village of London Colney, with really easy access to all areas of London, motorways, and airports. This year-round school is housed in an elegant Grade II listed Victorian building, within 60 acres of beautiful English countryside, providing a safe and peaceful environment. The main building - for living, teaching, learning and social events - is set around a traditional courtyard garden.

Combining historic charm and peaceful surroundings, the Centre makes a very attractive base for a residential stay and, being just 30km from Central London, it's also very convenient for discovering the capital. The campus itself looks like something out of a film set.

The majestic 19th-century building oozes charm and has classic features of a traditional British school. These include a quad (a garden surrounded by buildings on all four sides), a chapel and the impressive Great Hall, which provides an ideal space for performances and parties. Teaching facilities are spacious and modern, with 15 large classrooms, many with interactive whiteboards. Accommodation is in twin and triple rooms, and there are 36 hectares of beautiful grounds for relaxation and outdoor activities.

The whole campus is gated, too, offering excellent security.

As well as London, nearby attractions include the cathedral city of St Albans (6km) and, for Harry Potter fans, Warner Bros Studio Tour (15km).

London Colney

- Population 7,700
- Shops a 15-min walk away
- Large retail park and supermarket 5-mins drive away
- St Albans is 15-min drive from many places of historic interest
- St Albans school is 10-min drive from Radlett train station - providing fast links to London
- St Albans Convenience store or bigger shops just 5 minutes' drive/30 minutes' walk away
- Two lovely pubs just 5 minutes' drive/30 minutes' walk away.



What to take along

What to take along/prepare for this event:

- All travel documents.
- On various occasions we will spend some sessions outdoors and make sure to bring warm and comfortable clothes. During May the weather in UK can be very cold. You will need some warm clothes along with few short sleeve T-shirts. Rain is always a possibility in UK so be prepared! Do not forget to bring a jacket and check the weather forecast before packing.
- Blankets, sheets and pillows are provided at the venue but the bathroom towels are not. So, please bring your own towels and toiletries.
- Clear information (in English, if possible) about the main activities of your organisation, so that you can present it at the organisation gallery during the seminar. Please be aware that your presentation would be very brief!
- Map, posters, flags, postcards about your country/region/town to be displayed during the International Evening.
- Some gastronomic specialities (food and/or drinks) for the International Evening. Please note that it may not be possible to cook food at the training centre, only fridge, kettle and microwaves can be found! Feel free to bring some things along to share.
- Positive energy and smiles :)

Contacts

TREE OF COLOURS TEAM

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Tree Of Colours CIC



We are looking forward to work with you soon!

JOIN US!

Website: <https://treeofcolours.com/>

Facebook: <https://www.facebook.com/TreeOfColours/>

Instagram: <https://www.instagram.com/treeofcolourslondon/>



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