

**Hosting NA: Foundation for the Development of the Education System
(Polish NA for Erasmus+ programme)**

Warszawa, 11-13th July 2018

Conference Centre BOSS
ul. Żwanowiecka 20, www.hotelboss.pl

TCA seminar

Health and safety of Erasmus+ students

Draft programme

Wednesday, 11/07

14:00 – 15:00	Registration of participants
18:00 – 19:00	
15:00 – 18:30	Warsaw sightseeing by bus
19:00 – 22:30	Networking dinner and ice-breaking activity

Thursday, 12/07

9:30 – 11:30	<p>Plenary session</p> <p>Key note lecture on health and safety of Erasmus exchange students</p> <p>Case study example – HEI #1</p> <p>Case study example – HEI #2</p> <p>Preparation for thematic groups: explanation of working method for thematic discussions, division into discussion groups</p>
11:30 – 12:00	Coffee break
12:00 – 13.30	<p>Discussion in thematic groups part 1</p> <p>Topics to be discussed:</p> <ul style="list-style-type: none"> - Information related to health and safety needed prior to students' departure - Procedures at HEIs related to health and safety of Erasmus incoming students <p>All participants will be divided into 5-6 smaller working tables Discussion will be preceded by a presentation (in plenary) related to the topic Each table will discuss the same topic. The aim of the discussion is to exchange experience and to identify model solution, which should be applied as minimum requirements by each HEI taking part in Erasmus student exchange.</p>

13:30 – 15:00	Lunch
15:00 – 16:30	<p>Discussion in thematic groups part 2</p> <p>Topics to be discussed:</p> <ul style="list-style-type: none"> - Cooperation between HEIs and local police, municipal police – procedures, lectures/ meetings/ joint initiatives - Buddies/mentors assistance <p>All participants will be divided into 5-6 smaller working tables Discussion will be preceded by a presentation (in plenary) related to the topic Each table will discuss the same topic. The aim of the discussion is to exchange experience and to identify model solution, which should be applied as minimum requirements by each HEI taking part in Erasmus student exchange</p>
16:30 – 17:00	Coffee break
17:00 – 18:30	<p>Discussion in thematic groups part 3</p> <p>Joint work on conclusions. Networking possibilities</p>
19:00 – 22:30	Dinner

Friday, 13/07

9:30 – 11:30	<p>Plenary session 2</p> <p>Facilitators of each topic will present conclusions</p> <p>For each of the topics participants will define a minimum requirements that should be followed by each HEI participating in Erasmus higher education student exchange</p> <p>Interactive evaluation of the seminar</p>
11:30 – 12:00	Check-out
12.00 – 13.30	Lunch