

Erasmus+ learning agreement

1. Purpose of the learning agreement

This learning agreement defines the conditions and expected outcomes of a learning mobility organised within the framework of the Erasmus+ programme. Parties in this agreement shall abide by the programme's rules and quality standards.

2. Information about the learning mobility

Field	VET Education and training
Activity type:	Student mobility
Mode:	Physical
Start date:	11.11.2024
End date:	22.11.2024

3. Parties to the learning agreement

The learning agreement is concluded between the participant in the learning mobility, the sending organisation and the hosting organisation.

3.1. Participant in the learning mobility

Full name:	Örs Balázs Matus
Address:	
Email:	
Phone number(s):	

3.2. Sending organisation

Organisation name:	Spojená škola s vyučovacím jazykom maďarským
Address:	Lichnerova 71, 903 01 Senec, Slovakia

3.3. Hosting organisation

Organisation name:	Casa della Carità
Address:	via Francesco Brambilla 10 20128 Milano

4. Learning context

Title of qualification/profession:	Logistic
School year/grade:	2

5. Learning outcomes

The parties have agreed that the following learning outcomes should be achieved during the learning mobility:

Outcome 1: Language Skills	
Relevant subject, skill or competence:	<ul style="list-style-type: none"> - General language skills, vocabulary, grammar, orthography
Description:	<ul style="list-style-type: none"> - Is able to casually communicate in the mobility's working language. - Knows the terminology of their profession in the mobility's working language on an adequate level. - Uses the opportunity to deliberately improve their competence in the mobility's working language.

Outcome 2: Vocational skills	
Relevant subject, skill or competence:	Practical lessons and work shadowing
Description:	<p>During the mobility the activities will include the followings:</p> <ul style="list-style-type: none"> - Observes and assists in the implementation of reverse logistics processes, such as managing returns, processing reusable packaging, and handling product recalls - Observes and assists in warehouse operations, including receiving, storing, and dispatching goods - Assists in transportation and distribution planning, including routing and scheduling of deliveries - Participates in inventory management and stock control activities

Outcome 3: Communication skills	
Relevant subject, skill or competence:	Introduction to communication skills
Description:	<ul style="list-style-type: none"> - Knows the ethical and inner rules of different communicational forms (email, chat, phone, presentation, etc.). - Knows the communicational forms of different cultures and the basic information of getting by in foreign culture. - Uses the adequate terminology in the mobility's working language during professional communication.

Outcome 4: General Knowledge of the hosting country	
Relevant subject, skill or competence:	Lecture - the School System and the Economy in the Host Country
Description:	<ul style="list-style-type: none"> - Knows the host country's education system, culture and traditions. - Knows the work culture, professional attitude, economical and professional environment present in the Host Country and how they differ from those of Slovakia.

6. Learning programme and tasks

To achieve the agreed learning outcomes, the participant will complete the following activities and tasks during their mobility activity.

Activity / task 1: Work shadowing activities	
Description:	<p>Students will be able to monitor professionals handling various tasks including:</p> <ul style="list-style-type: none"> - Observing and assisting in the implementation of reverse logistics processes, such as managing returns, processing reusable packaging, and handling product recalls - Observing and assisting in warehouse operations, including receiving, storing, and dispatching goods - Assisting in transportation and distribution planning, including routing and scheduling of deliveries - Participating in inventory management and stock control activities
Activity / task 2: Practical activities	
Description:	<ul style="list-style-type: none"> - Students will participate in various logistic practices listed above, either individually or under the supervision of a professional.
Activity / task 3: Discovering the Host Country	
Description:	<ul style="list-style-type: none"> - Students will participate in cultural activities where they can get to know the host country. - Students will participate in cultural activities where they can get to know the host country's logistic practices.
Activity / task 4: Applying digital and electric tools	
Description:	<ul style="list-style-type: none"> - Students will learn about various digital or electric tools used in logistic including warehouse management system, transportation management system, GPS software.

7. Monitoring, mentoring and support during the activity

7.1. Responsible persons at the hosting organisation

The following person(s) at the hosting organisation are tasked with introducing the participant to their activities and tasks at the hosting organisation, providing practical support, monitoring their learning progress, supporting them to achieve the expected learning outcomes, and helping them to integrate into the daily routines and the social context at the hosting organisation.

Full name:	Pietro Fiorito
Job title:	Logistic Manager

Email:	pietro.fiorito@casadellacarita.org
Phone number(s):	+39 25935200
Responsibilities:	Mentor (main content supervisor)

7.2. Responsible persons at the sending organisation

The following person(s) at the sending organisation are tasked with following the participants' progress and providing content or practical support from the side of the sending organisation.

Full name:	Mgr. Zuzana Kontár
Job title:	Principal
Email:	vedenie@sosvjmsenec.sk
Phone number(s):	+421245923424

1.1. Accompanying persons

The following person(s) will accompany the participant during their mobility period:

Full name:	Judita Keszőczeová
Position or qualification:	
Email:	
Phone number(s):	
Responsibilities:	accompanying person: 10-18.11.2024
Full name:	Piroska Tirinda
Position or qualification:	
Email:	
Phone number(s):	
Responsibilities:	accompanying person: 18-23.11.2024

7.3. Mentoring and monitoring arrangements

As a minimum, the monitoring and mentoring arrangements will include the following activities:

- Participant writes report about the entire course, including classes, practical sessions, cultural activities, and other experiences.
- Participant records the events by taking pictures and videos during the course and other events.
- A mentor of the receiving organisation helps the Participant to work up the daily information and experiences and knowledge.

8. Evaluation of learning outcomes

After the mobility activity, the participant's learning outcomes will be assessed in the following way:

Evaluation format:

Participants are going to:

- Write a report about the entire program including main learning outcomes, newly acquired methodology and digital skills. The report must contain how Participant suggestions on how the learning outcomes and new methods can possibly be implemented in the Slovak VET system. The report must be ready within 30 days after the end of the monitoring program
- Present their experiences and suggestions to the staff of the sending organisation.
- Fill the EU Survey
- Collect pictures

Submit the obligatory documents to the sending organisation's international coordinator (learning agreement, grant agreement, Europass OR/AND Certificate)

Evaluation criteria:

- Suggestions by the participant to develop the international activities of the sending organisation.
- Self- reflection.
- Checking obligatory tasks.

Evaluation procedures:

Evaluation of the learning outcomes:

- responsible: hosting organisation
- form: Europass / Certificate

Evaluation of the administrative tasks:

- responsible: sending organisation
- form: checking the relevant documents

Evaluation of the validation:

- responsible: sending organisation (director of the sending school)
- form: accepting study leaves for the course

9. Recognition of learning outcomes

The learning outcomes attained by the participant will be recognised in the following way:

Recognition conditions:

- Implementing the good practices to the daily education
- Europass document
- Updated CV containing mobility data and learning outcomes

Recognition procedures:

- responsible for implementation of good practices: participant

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| <ul style="list-style-type: none">- responsible for Europass document: HR department, participants- responsible for CV update: participant |
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Recognition documentation:
<ul style="list-style-type: none">- Documenting the newly implemented good practices- Europass document- CV

10. Additional provisions

Obligations of the Sending Organisation

- Follow-up the Internationalisation Strategy of the institution.
- Select the participants by setting up clearly defined and transparent selection criteria and procedures.
- Help with organisational arrangements with partner institutions to arrange *Student mobility, short-term projects for mobility of learners in vocational education (10 to 89 days)*
- If one or more of the selected participants face barriers to mobility, special arrangements for those individuals must be made (e.g. those with special learning needs or those with physical disabilities). Arrange for accompanying persons if necessary, taking care of all practical arrangements.
- Organise linguistic (if necessary), pedagogical and inter-cultural preparation for the participant.
- Support the reintegration of the mobility participants and build on their acquired new competences for the benefit of the school, teaching staff and pupils.
- Evaluate the mobility as a whole to see whether it has reached its objectives and desired results.
- Disseminate the results of the mobility project as widely as possible.

Obligations of the Sending and Host Organisation

- Agree on the learning or teaching programme for each participant
- Define the envisaged outcomes of the mobility period, including impact on the organisations involved as well as individual learning outcomes of the participant in terms of competences.
- Establish a Learning Agreement with the participant to make the intended programme and learning outcomes transparent for all parties involved.
- Ensure the validation and recognition of the competences acquired. Recognise learning outcomes which were not originally planned but still achieved during the mobility. Use Europass for recognition of learning outcomes.
- Provide any necessary information and assistance to participants.
- Establish appropriate communication channels for the duration of the mobility and ensure these are clear to the participant and the Organisations involved.
- Monitor and evaluate the progress of the mobility on an on-going basis and take appropriate action if required.

Obligations of the Host Organisation

- Foster understanding of the culture and mentality of the host country.
- Assign to participants tasks and responsibilities to match their competences and training objectives as set out in the Learning Agreement and ensure that appropriate equipment and support is available.
- Provide practical support if required including a clear contact point for participants.
- If necessary, help the sending organisation and the participant to identify the appropriate insurance cover for your country.

Obligations of the Participant

- Establish the Learning Agreement with the sending Organisation and the host organisation to make the intended outcomes transparent for all parties involved.
- Comply with all the arrangements negotiated for the mobility and to do his/her best to make the mobility a success.
- Abide by the rules and regulations of the host Organisation, its normal working hours, code of conduct and rules of confidentiality.
- Communicate with the sending Organisation and host Organisation about any problems or changes regarding the mobility.
- Submit a report in the specified format, together with requested supporting documentation in respect of costs, at the end of the mobility.

Obligations of the Intermediary Organisation (if relevant)

- Select suitable host Organisations and ensure that they are able to achieve the placement objectives.
- Provide contact details of all parties involved and ensure that final arrangements are in place prior to participants' departure from their home country.

11. Signatures

The signatories confirm that they understood and approve the content of this agreement.

Participant	
Full name:	Örs Balázs Matus
Date and place:	
Signature:	

Participant's legal guardian	
Full name:	KATARINA MATUSOVA
Date and place:	
Signature:	

For sending organisation	
Full name:	Mgr.Zuzana Kontár
Position:	Principal
Date and place:	
Signature:	

For hosting organisation	
Full name:	Pietro Fiorito
Position:	Logistic Manager
Date and place:	
Signature:	