

COMUNICATO N° 330

Treviso, 22/04/2004

A TUTTI I DOCENTI PARTECIPANTI
AL PROGETTO SPRING.

OGGETTO: partecipazione al progetto SPRING - Programma di mobilità e scambio Leonardo da Vinci per docenti formatori. Realizzazione dello scambio: 24 Aprile - 1° Maggio 2004. Informazioni varie e richiesta di pianificazione delle attività formative.

A seguito di avviso comunicato a tutti i docenti partecipanti al progetto Spring, si è tenuta in data 20 aprile 2004 la riunione preparatoria alla settimana di visita agli istituti partner esteri che sostengono il nostro progetto.

Sono emerse le seguenti indicazioni:

è necessario raccogliere i contributi e le idee personali di ogni partecipante per realizzare al meglio lo scambio sia nella 1^a fase del progetto (ultima settimana di Aprile), sia nella seconda fase (1^a settimana del giugno 2004) quando reciprocheremo il sostegno alla formazione dei docenti provenienti dagli istituti partner della Danimarca e dell'Islanda, accompagnandoli in visita alle realtà carcerarie locali venete e tenendo un convegno sul tema dell'educazione per adulti- in particolare di quella carceraria- in data 7 Giugno 2004 presso l'ITSG Palladio.

Questo progetto, pur avendo infatti come traccia di attività il programma presentato all'Agenzia Nazionale Leonardo da Vinci tramite il formulario di candidatura, deve essere in realtà gestito da ognuno dei partecipanti che hanno richiesto di aggiornarsi/autoaggiornarsi, e desiderano confrontare le proprie esperienze di formatori prendendo visione delle varie situazioni educative europee che il nostro progetto intende esaminare. E' importante quindi seguire la traccia di lavoro indicata nel formulario di candidatura, ma ancor più divenire attori e protagonisti di un'azione di indagine, analisi comparativa e approfondimento dei rispettivi bisogni formativi, finalizzata all'arricchimento della propria preparazione di docenti, e divenire quindi propositivi in ogni momento del percorso di aggiornamento previsto dalle due fasi del programma.

PROMEMORIA: Collegarsi alle ore 10.00 U.T.C. (ora di Greenwich), alle 12.00 ora italiana, in video-conferenza in ciascun Paese di destinazione.

ASSICURAZIONE : POLIZZA DI COPERTURA ASSICURATIVA N° 2003/110 (vedere il prospetto allegato).

Si allega copia (**ALL.1°**) del fax inviato ai quattro istituti partner europei (DK,IE,IS,NO) per un riscontro comune a tutte le destinazioni di quanto richiesto per l'implementazione del progetto e per conoscere gli indirizzi e i referenti delle varie istituzioni .

Si richiede ai docenti:

- di firmare la **ricevuta di acconto dell'importo erogato dall'Istituto Palladio allegata al presente comunicato** (All. 2),
- di controllare il quadro generale delle somme versate a ciascun docente (Allegato 3: comunicare eventuali osservazioni in caso di errori od omissioni). La scuola ha già provveduto al pagamento dei voli e dell'assicurazione. Viene erogata ad ogni insegnante la cifra prevista

per il pagamento dell'alloggio affinché provveda a saldare personalmente il conto dello stesso (sarebbe meglio che non comparisse la voce breakfast nella fattura da richiedere); inoltre è stato stabilito un anticipo di circa € 150 da utilizzare per il vitto. Per il transfer si prega di presentare al rientro ogni documento giustificativo della relativa spesa sostenuta, poiché tale voce sarà sommata all'importo del volo.

- Ogni documentazione di trasporti locali, vitto e tutto quanto pertinente al progetto (vedi Manuale finanziario consegnato ad ogni docente) deve essere presentata al rientro da ciascun interessato e consegnato in una busta con il proprio nome e con relativa distinta di specifica delle voci di cui si chiede il rimborso e il saldo. Si valuterà caso per caso la possibilità di rimborsare spese sostenute in situazioni particolari di zone disagiate.
- Di portare in ciascun Paese di destinazione il plico che verrà consegnato dalla segreteria contenente i contratti e altro

Appare opportuno ricordare di munirsi del modello E111, di documento di identità valido per l'espatrio.

Le documentazioni da riportare al rientro, relative al progetto, sono:

Contratto ALL. 5 c debitamente sottoscritto da tutte le componenti previste (in 4 copie originali), un attestato di partecipazione (in duplice copia originale), una relazione compilata sul modello ALL. VI, i biglietti aerei e le carte di imbarco (tutte) e le fatture, scontrini vari., ecc. Viene consegnata, per ulteriore riscontro di quanto deve essere riportato, una scheda predisposta dall'ISFOL (All. 4 del comunicato)

IL DIRIGENTE SCOLASTICO

Prof Giovanni Vassallo

ALLEGATO 1

ALLOGGI:

DANIMARCA COMFORT HOTEL EUROPA
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ISLANDA Gesthus vio Engjaveg Selfoss
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NORVEGIA GRAND HOTEL HONEFOSS
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ISTITUTI :

DK : Mr Leif Petersen (Head of Education and Employment in the Stateprison in Jyderup) (referente)
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IE: Mr Leonard Ciaran (Principal)
Referenti: Mrs Paula Egan e Mr Cormac Behan
Address: City of Dublin Vocational Educational Committee, Educational Service to Prisons
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North Circular Road
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e.mail: paulaegan@hotmail.com, prisoned@indigo.ie
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IS: Mr Orlygur Karlsson (acting Principal)

Referenti: Kristín Runólfssdóttir (Tel 00354 4822111, cell: 8687602), Paola Daziani, Ingis Ingason
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NO: Mr Tore Mitdbo (Principal)
 Referente : Mr Jarle Ellingsen (tel 0047 32113440 -work, 0047 32124835 -home, 0047 91388721 cell.)
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 Tel. 0047 32113440, fax: 0047 32113499
 Mail:'jarle ellingsen'" <k.-jarle.ellingsen@skole.bfk.no> ,

FAX /E-MAIL inviato il 26/02/2004

Dear partners

Sorry for being silent for quite a few days, but again there was a lot of school work to do plus another deadline with a Grundtvig project on prison inmates issues, which is to be sent to our Socrates agency for approval by the 1st March. In the meantime we also ordered our travel agency in Treviso to buy the tickets for our teachers participating in the SPRING project. At the moment the situation is as follows:
List of teachers, all travelling on the 24th April 2004 to each destination and returning on 1st May 2004 to Italy (you may need the names also for the permits to enter the prison establishments)

DENMARK: Flight DM 198 Venice- Copenhagen 20.00-21.55; DM 197 Copenhagen-Venice 17.10-19.20. Maersk Airline

Marta Basso (Mrs), teacher of English. **Travelling with her husband and a five-month-old daughter.**

Barbara Sias (Mrs) teacher of Physics

Accommodation: They are asking to stay in Villa Audebo. How far is it from Jyderup? Would they be able to use public transport or would it be preferable to rent a car in order to effect all the project visits?

Luigi Cesaroni (Mr) teacher of Italian and expert in I.T.

Carmine Mazzola (Mr) teacher of law

Attilio Santagostino (Mr) teacher of construction studies

Accommodation: They are going to book single rooms in a hotel, but apparently the Hotel Strandpark in Holbaek is already fully booked, so my colleagues have found a hotel in Copenhagen (Savoy Hotel, a few minutes' walk from the railway station, €95 per night), they think of staying there 4 days because most of the activities in your programme are near Copenhagen, then maybe move to Holbaek/Jyderup for the rest of the Spring activities, what do you think? Could you suggest us a good solution? Is it better to book the Savoy via Internet from Italy or that you do it from Denmark on our account? Would it be advisable that the three teachers rent a car for the visits in the programme? They also think that the transfer from/to the airport could take place by public transport, if this facilitates the accompanying of the other two female teachers (+ Mrs Basso's husband and the baby) to Villa Audebo. How far is Villa Audebo from Jyderup?

Transfer : Thank you for offering to pick up the group at the airport, but I would gladly receive your comments about the above suggestions from the male teachers before finalizing everything. Whatever is the final decision, please let us know what the charge would be for both ways

IRELAND: Flight EI 427 Venice-Dublin 19.45-21.30;EI 426 Dublin-Venice 15.30-19.10. Air Lingus

Marica Marcolongo (Ms) teacher of science

Gianfranco Pintacuda (Mr) teacher of construction studies and expert in I.T.

Roberto Trevisi (Mr) teacher of law

Flaviano Salvadori (Mr) teacher of land and building evaluation, **travelling with his 12-year-old daughter**

Gabriella Vita (Mrs) teacher of English, **travelling with her 6-year-old son**

Accommodation: It would be a good idea to stay at the Cassidys hotel in order to join also the Danish and Icelandic groups. Three teachers would need a single room (or, if they don't exist, a double to be paid as single?) and two teachers need a double room.

To Paula: you told us to notify you our wishes in advance before making any final arrangements as to the booking. Do you think it is possible to have a special tariff for the Italian group, since we cannot count on the type of package trip the Danish group has bought through the Danish State Railways Travel Agency ?

The two teachers with children are writing to the hotel in order to find some sort of baby-sitting arranged for them during the stay, so that they can be free to attend all the activities planned for the Spring project. If you have any useful suggestion with regard to it, please let us know.

As to transfer, I understand that there are many possibilities of public transport from/to the airport, so there shouldn't be any problems to choose what is suitable

ICELAND: FLIGHT Venice-Reykjavik 6.35-15.00 (AZ1448 to Milan, AZ228 to London, FI 451);
Reykjavik- Venice 7.20-15.25 (FI 502 to Amsterdam, KL 1655 to Venice).
Alitalia, Icelandair, KLM companies.

Giovanni Vassallo (Mr), principal of Palladio school

Iola De Monte (Ms), teacher of English, **Travelling with her 15-year-old son**

Andrea Alberghina (Mr), teacher of construction studies

Ugo Zenga (Mr), teacher of land and building evaluation

Francesca Da Re (Mrs), teacher of Italian language and culture, **travelling with her two daughters, 15 and 17 years old respectively**

In addition to this team there will be a lady doctor, friend of Iola De Monte , **Mrs Grazia Biscaro, travelling with her 15-year-old son**, who won't take part in the Palladio team activities, she is eager to visit Iceland as a tourist and will accompany the 4 teenagers on their sightseeing tours.

Accommodation: the participants need a bungalow each, the three males for one person, then Francesca and her two daughters a bungalow for three , Iola a bungalow for two, and if it is possible in the same Gesthus a bungalow for two also for the aggregate friend Grazia. Do you think there is possibility of accommodation for everybody? I saw on the web site that there are 11 bungalows in the Gesthus. Shall I book them myself, or is it more advisable that you contact them first on our account? Thank you for your help.

Transfer: Please let us know if there is a public bus or a private minibus available from/to the airport for the ten people travelling; is it already possible to know its cost at this stage of the programme?

NORWAY: FLIGHT LH 4091 Venice-Oslo 19.40-23.40 (via Frankfurt LH 3134); Oslo-Venice LH 3143 14.00-20.45 (via Munich LH 2666) Lufthansa airlines

Claudio Florimo (Mr) headmaster of the evening course for adults in the Palladio school and teacher of land surveying. **He is travelling with his 14-year-old son** and is asking to stay in the flat we spoke about. Please let us know the cost for using it one week.

Felice Doria (Mr), deputy principal and teacher of construction studies

Gennaro Majo (Mr), coordinator of the prison education unit at the Palladio and teacher of Italian language and culture.

Manuele Marano (Mr), teacher of construction studies

Roberta Salerno (Mrs), teacher of English

There is an aggregate member from the Association of Teachers volunteering in the prisons of Treviso and he will take part in the activities of the project, **Mr Federico Sabattini**, teacher of construction studies.

Accommodation: five single rooms are needed (or double to be used as single, if the latter are not available) if possible in the same hotel where the Danish guests are staying. I hope there will be room for everybody.

Transfer: thank you for offering to collect us at the airport and taking us back. Please let us know the cost of the transfer from/to airport.

PROGRAMMES OF THE WEEK 24TH APRIL-1ST MAY 2004 IN EACH DESTINATION (DK,IE,IS,NO)

- 1) Please consider that the Leonardo da Vinci programme differs from mobility measures that form part of the Socrates and Youth programmes in that it aims to boost co-operation between the world of business and that of training (see page 3 of the Guide for Promoters- **Mobility, Version 2003-2004**). **This means that it would be important to involve at least on one occasion members from the local authorities and from the labour market interested in a policy of reintegration of the prisoners into society and working life for the benefit of all social subjects and for the promotion of active and responsible citizenship.**
- 2) **Videoconference: it would be important, as already mentioned to you, to fix one morning or afternoon for a seminar work where all components from the schools involved and from the various social sectors discuss the issues of reintegration of prisoners into society and working life through a videoconference contact open to the 4 countries participating in the project** (I understand that it would be difficult to operate it **in Ireland**, but Gianfranco Pintacuda, who is our I.T. expert, suggests that he could take our portable computer with him plus the videocamera and, if there is a room with an internet connection available in the Teachers' Centre or where Paula suggests, also Ireland could be connected. **As regards Iceland**, we have to try the connection again, our expert says that all our ports were open the day we tried and we could see you working and hear you speaking, not viceversa, maybe it's necessary that the Icelandic Marratech device disable the fire-wall so that you can see us and hear us speak. What do your experts think about it? Would you like us to try again this week or next week? If you wish to try the Norwegian videoconference, their phone number for the contact of the instrumentation is 0047 32111960. **As regards Norway**, I wonder if Honefoss Videregaende Skole has a multipoint instrumentation and if we can pay for its use and connection for one day. The problem of connecting everybody contemporarily must be solved somehow, because our instrumentation will be taken to Denmark. If we kept it in Italy, we would have paid the cost of one day connection to a firm which acts as a provider for connecting various points, under the circumstances this firm cannot link our instrumentation from Denmark to other countries. I know it's a difficult matter. Could your Tandberg experts suggest us a solution? **As to Denmark**, it suffices to have the ISDN line we spoke about and a Television set with a scart plug.
- 3) **As already mentioned to you in December, our LDV agency seems to be very strict about the fact of doing 7 days activities in connection with the project.** Because of the problem of finding seats on the flights to the various destinations, the result is that most places will be reached very late at night on Saturday the 24th, so please adapt the programme according to each situation, keeping the following scheme in mind:

1st day/Saturday : arrival in DK,IE,IS,NO (short briefing of the week's activities only in Iceland, because of the early arrival)

from the 2nd to the 7th day (Sunday- short briefing of the week's activities in Denmark, Ireland and Norway because of the late arrival on the previous day) **daily programme connected with the project, inclusive of one day seminar (would Thursday be OK in each destination?)**. (short debriefing and evaluation of the week's programme on Friday only in Iceland, because of the early departure of the following day)

8th day/Saturday: departure for Italy (in the morning: short debriefing and evaluation of the week's programme in Denmark, Ireland and Norway, because of the late departure in the afternoon)

In this way we can be in line with the LDV programme of a full week's analysis and research work in each destination. This programme must be attached as an official document to the contract to be signed by the promoter, by the host organization and by the beneficiary teachers in each country (Model 5C of the LDV programme). We have already prepared the contract, we only need to attach the programme once it is finalized by all partners. Another very important document is the certificate of participation of each beneficiary to the SPRING project in each country. We shall soon prepare it and let you know if our LDV agency approves it.

All this said, the programmes of visits you sent me from Denmark, Ireland, Iceland are excellent and we hope to get a good grasp of your legislation regarding the re-education and rehabilitation of the inmates according to the programmes enforced in your countries. I am sorry if you have to alter something, but please consider that we shall undergo a severe control by the LDV agency on what we will do. **Could you please send me the finalized programmes as soon as possible?**

RECIPROCITY in Treviso:

I have the names of the Danish teachers coming to Italy (**2nd-8th June 2004**)

I need the names of the Icelandic teachers as soon as possible in order to ask permits for the visits to the prisons of the region suggested in my fax sent to all partners in December 2003.

Accommodation: The Danish partners have already booked at the Campeol Hotel in Treviso. I haven't received a request from the Icelandic partners as to their stay and period. Would it be the same number of days as for the Danish group, or longer? Would it be a hotel or a B&B? Please let me know as soon as possible.