

ERASMUS2027

Call: ERASMUS-EDU-2022-ECHE-CERT
(Erasmus Charter for Higher Education 2022)

Topic: ERASMUS-EDU-2022-ECHE-CERT-FP

Type of action: ERASMUS-CERT

Proposal number: 101124070

Proposal acronym: IES JLL ARANGUREN

Type of Model Grant Agreement: ERASMUS Certificate

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How to fill in the forms

The administrative forms must be filled in for each proposal using the templates available in the submission system. Some data fields in the administrative forms are pre-filled based on the previous steps in the submission wizard.

1 - General information

Topic	ERASMUS-EDU-2022-ECHE-CERT-FP	Type of Action	ERASMUS-CERT
Call Identifier	ERASMUS-EDU-2022-ECHE-CERT	Type of Model	ERASMUS-CERT
		Grant Agreement	ERASMUS-CERT

Acronym

Proposal title

Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Duration in months

Free keywords

Application language

Abstract*

The IES José Luis López Aranguren is a centre for secondary education, high education, and intermediate and advanced vocational training. It is located on the outskirts of the town of Fuenlabrada. This town is located in the south of Madrid and is a city with a working-class population with few socio-economic resources and a medium-low cultural level.

We are a public body and we are a non-profit organization.

This centre has increased its training offer in the last two years, incorporating for the first time higher-level professional training from several professional families (Carpentry, Physical Sports Activities and soon we will add Health to our list).

We have been carrying out mobility in the environment of Intermediate Vocational Training with great success, for many years, and we are excited to repeat the experience with Higher Education.

Our students, most of them from the south of Madrid, have a profile of little maturity and almost no personal autonomy, although they are all over eighteen. They all still live in their family homes and have very little experience going abroad, and in many cases, outside of our own community. That is why we think that Erasmus mobility experiences can offer an opportunity to get to know other countries, other cultures and, above all, prove their worth as adults.

Also seeing and experiencing other business and work structures will help them in the near future to decide what their professional path will be. That our students learn other productive systems and then return to Spain to implement them, causing improvements in our own system is another of our objectives.

We are also interested in carrying out mobility with our teaching staff, with the objective of exchanging teaching methodologies and learning about other ways of carrying out the tasks of each of our professional families to test them in our own classrooms.

We have the idea of carrying out between 5 and 10 mobilities per course, adding students and teachers.

Remaining characters

7

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under Horizon 2020 or any other EU programme(s)?

Yes No

Please give the proposal reference or contract number.	

Declarations

- 1) We declare to have the explicit consent of all applicants on their participation and on the content of this proposal.
- 2) We confirm that the information contained in this proposal is correct and complete and that none of the project activities have started before the proposal was submitted (unless explicitly authorised in the call conditions).
- 3) We declare:
- to be fully compliant with the eligibility criteria set out in the call
 - not to be subject to any exclusion grounds under the [EU Financial Regulation 2018/1046](#)
 - to have the financial and operational capacity to carry out the proposed project.
- 4) We acknowledge that all communication will be made through the Funding & Tenders Portal electronic exchange system and that access and use of this system is subject to the [Funding & Tenders Portal Terms and Conditions](#).
- 5) We have read, understood and accepted the [Funding & Tenders Portal Terms & Conditions](#) and [Privacy Statement](#) that set out the conditions of use of the Portal and the scope, purposes, retention periods, etc. for the processing of personal data of all data subjects whose data we communicate for the purpose of the application, evaluation, award and subsequent management of our grant, prizes and contracts (including financial transactions and audits).

The coordinator is only responsible for the information relating to their own organisation. Each applicant remains responsible for the information declared for their organisation. If the proposal is retained for EU funding, they will all be required to sign a declaration of honour.

False statements or incorrect information may lead to administrative sanctions under the EU Financial Regulation.

2 - Participants & contacts

#	Participant Legal Name	Country	Action
1	I.E.S. José Luis López Aranguren	Spain	

2 - Administrative data of participating organisations

PIC	Legal name
947390950	I.E.S. José Luis López Aranguren

Accreditation type	Accreditation Number
---------------------------	-----------------------------

Short name: I.E.S. José Luis López Aranguren

Address

Street Calle Colombia 28-30
 Town Fuenlabrada
 Postcode 28945
 Country Spain
 Webpage <https://iesaranguren.es/>

Specific Legal Statuses

Legal personyes
 Public bodyno
 Non-profitno
 Industry (private for profit).....yes
 International organisationno
 International organisation of European interestunknown
 Secondary or Higher education establishmentno
 Research organisationno

Enterprise Data

Based on the below details from the Beneficiary Registry the organisation is not an SME (small- and medium-sized enterprise) for the call.

SME self-declared status.....03/02/2012 - no
 SME self-assessment unknown
 SME validation sme..... unknown

Proposal Submission Forms

Proposal ID **101124070** Acronym **IES JLL ARANGUREN** Short name **I.E.S. José Luis López Aranguren**

Department(s) carrying out the proposed work

No department involved

Department name

not applicable

Same as proposing organisation's address

Street

Town

Postcode

Country

Proposal Submission Forms

Proposal ID **101124070** Acronym **IES JLL ARANGUREN** Short name **I.E.S. José Luis López Aranguren**

Person in charge of the proposal

The name and e-mail of contact persons are read-only in the administrative form, only additional details can be edited here. To give access rights and basic contact details of contact persons, please go back to Step 4 of the submission wizard and save the changes.

Title

Sex Male Female

First name **Ana**

Last name **Cayuela Delgado**

E-Mail **erasmus.ies.lopezaranguren.fuenlabrada@educa.madrid.org**

Position in org.

Department



Same as organisation name

Same as proposing organisation's address

Street

Town

Post code

Country

Website

Phone

Phone 2

Fax

Other contact persons

First Name	Last Name	E-mail	Phone
Ana	CAYUELA	ana.cayueladelgado@educa.madrid.org	+34 616880862

3 - Information related to eligibility criteria

	Yes	No
Applicant is an HEI established in a Programme Country.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The applicant institution is eligible by National Authorities of Programme Countries.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Warning: You must comply with the content of all the checkboxes.



Erasmus+ Programme (ERASMUS)

Application Form

Technical Description (Part B)

Erasmus Charter for Higher Education (ECHE) 2021-2027

Version 1.0
15 April 2021

Disclaimer

This document is aimed at informing applicants. It serves only as an example. The actual web forms and templates are provided in the Funding & Tenders Portal Submission System (and may contain certain differences). The applications (including annexes and supporting documents) must be prepared and submitted online via the Portal.



IMPORTANT NOTICE

What is the Application Form?

The Application Form is the template for EU grants applications; it must be submitted via the EU Funding & Tenders Portal before the call deadline.

The Form consists of 2 parts:.

- Part A contains structured administrative information
- Part B is a narrative technical description of the project.

Part A is generated by the IT system. It is based on the information which you enter into the Portal Submission System screens.

Part B needs to be uploaded as PDF (+ Annexes) in the Submission System. The templates to use are available there.


How to prepare and submit it?


The Application Form must be prepared by the Consortium and submitted by a Representative. Once submitted, you will receive a confirmation.

Character and page limits:

- page limit **25** pages
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 9 points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are NOT a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your application.

 If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. For applications that are not shortened, the excess pages will be made invisible and thus disregarded by the evaluators.

 **Please do NOT delete any instructions in the document. The overall page-limit has been raised to ensure equal treatment of all applicants.**

APPLICATION FORM (PART B)**COVER PAGE**

Part B of the Application Form must be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system.

Note: Please take due account of the call conditions published on the Portal. Pay particular attention to the award criteria; they explain how the application will be evaluated.

PROJECT	
Project acronym:	MGENRF
Project title:	Movement generates the energy needed to reach the future
Coordinator contact:	Ana Cayuela Delgado. IES JLL ARANGUREN

PARTICIPANTS				
<i>Please use the same numbering as in Part A of the Application Form.</i>				
Number	Role	Name	Short name	Country
1	SENDING INSITUATION	IES JOSÉ LUIS LÓPEZ ARANGUREN	IES JLL ARANGUREN	SPAIN

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HEI PROFILE

General profile <i>(n/a for Topic 1)</i>
Number of students

<i>Count students enrolled in all higher education degree programmes offered by your institution (data from official HEI register).</i>	
Short cycle	
TÉCNICO SUPERIOR EN ACONDICIONAMIENTO FÍSICO	90
TÉCNICO SUPERIOR EN ANIMACIÓN SOCIO-DEPORTIVA	60
TÉCNICO SUPERIOR EN DISEÑO Y AMUEBLAMIENTO	55
Number of staff	
<i>Count staff (equivalent full-time) involved in your higher education degree programmes.</i>	
Teaching staff:	15
Administrative staff:	5
Number of degree courses	
<i>Count the study programmes in higher education you offer.</i>	
Short cycle	
TÉCNICO SUPERIOR EN ACONDICIONAMIENTO FÍSICO	2
TÉCNICO SUPERIOR EN ANIMACIÓN SOCIO-DEPORTIVA	1
TÉCNICO SUPERIOR EN DISEÑO Y AMUEBLAMIENTO	2

Participation in EU and international student mobility programmes (ongoing academic year)	
Credit mobility students	
<i>Count any student mobility programme between 2 and 12 months (Erasmus+ Programme or any other programmes/schemes).</i>	
Note:	
<i>Erasmus+ Programme countries are: EU Member States and EEA and associated countries (see Erasmus+ associated countries).</i>	
<i>Erasmus+ Partner countries are listed in the Erasmus+ Programme Guide.</i>	
Study mobility	
Number of outbound students to Programme countries:	0
Number of outbound students to Partner countries:	0
Number of incoming students from Programme countries:	0
Number of incoming from Partner countries:	0
Traineeships	
Number of outbound students to Programme countries:	0
Number of outbound students to Partner countries:	0
International degree students	

<i>Count students with foreign nationality enrolled for a full degree programme and/or students having completed a degree previously at a foreign institution.</i>	
Number of foreign degree students from Programme countries:	0
Number of foreign degree students from Partner countries:	0
Number of students enrolled in double/multiple/joint degrees	
<i>Count local students (having the nationality of the country) and international students (of foreign nationality/with previous foreign degree) enrolled in double/multiple/joint degrees.</i>	
Number of local students enrolled in double/multiple/joint degrees:	0
Number of international students enrolled in double/multiple/joint degrees:	0

Participation in EU staff mobility programmes (ongoing academic year)	
Academic staff	
<i>Count all types of higher education staff mobility for teaching and training purposes between 2 days and 2 months (Erasmus+ Programme only).</i>	
Number of outbound staff to Programme countries:	0
Number of outbound staff to Partner countries:	0
Number of incoming staff from Programme countries:	0
Number of incoming staff from Partner countries:	0

Participation in EU and international cooperation activities (ongoing academic year)	
Cooperation, consortia and networks in education and research	
<i>Count inter-institutional agreements, cooperation agreements, consortium agreements with higher education institutions.</i>	
Number of Erasmus+ inter-institutional agreements:	0
Number of other cooperation agreements (e.g. Memorandum of Understanding) with HEIs from Programme countries (including membership in higher education mobility consortia, if any):	0
Number of other cooperation agreements (e.g. Memorandum of Understanding) with HEIs from Partner countries:	0
Total number of consortium agreements for double/multiple/joint degrees involving Programme countries:	0
Total number of consortium agreements for double/multiple/joint degrees involving Partner countries:	0

Participation in EU and international education and training projects (ongoing academic year)	
<i>Count training projects with contracts running in 2019-2020 (Erasmus+ and others).</i>	

Number of projects as coordinator:	0
Number of projects as partner:	0

Staff working for Erasmus+ programme activities	
<i>Count administrative staff (equivalent full-time) engaged your international office and working on Erasmus+ Programme activities.</i>	
Number of projects as coordinator:	1
Number of projects as partner:	0

1. ERASMUS POLICY STATEMENT (EPS)

ERASMUS POLICY STATEMENT
<p>Participation in Erasmus+</p> <p><i>Describe how you plan to participate in Erasmus+ actions in the future. Explain how they will be implemented in practice at your institution.</i></p> <p><i>Note: The following types of Erasmus+ activities are open to HEIs:</i></p> <ul style="list-style-type: none"> • Key Action 1 (KA1) - Learning mobility of individuals: <ul style="list-style-type: none"> • <i>Mobility project for higher education students and staff</i> <ul style="list-style-type: none"> ○ <i>Student mobility for studies</i> ○ <i>Student mobility for traineeships</i> ○ <i>Staff mobility for teaching</i> ○ <i>Staff mobility for training</i> ○ <i>Blended intensive programmes</i> • Key Action 2 (KA2) - Cooperation among organisations and institutions: <ul style="list-style-type: none"> • <i>Partnerships for Cooperation</i> • <i>Partnerships for Excellence – European Universities</i> • <i>Partnerships for Excellence - Erasmus Mundus Joint Master Degrees</i> • <i>Partnerships for Innovation</i> • <i>Alliances for Innovation</i> • Key Action 3 (KA3) - Support to policy development and cooperation. • Jean Monnet Actions <p>Strategy, objectives and impact</p> <p><i>What would you like to achieve by participating in the Erasmus+ Programme? Which are the policy objectives you intend to pursue? Describe how the participation fits into your institutional, internationalisation and modernisation strategies.</i></p> <p><i>What is the envisaged impact of the participation on your institution? Explain how you expect the participation to contribute towards achieving the objectives of your institutional strategy. Explain how it will contribute to making your institution more modern and more international. Explain how you expect the participation to contribute to the goal of building a European Education Area.</i></p> <p><i>Note: The objectives should be clear, measureable, realistic and achievable.</i></p> <p>Indicators</p> <p><i>For each objective, define appropriate indicators for measuring achievement (e.g. mobility targets for student/staff mobility, quality of the implementation, support for participants on mobility, increased involvement in cooperation projects, sustainability/long-term impact of projects, etc.). Link the targets to a timeline.</i></p> <p>⚠ <i>If you change your activities or objectives, please don't forget to update the EPS on your website and inform your Erasmus+ National Agency.</i></p>

Participation in Erasmus+

The José Luis López Aranguren Institute of Higher Education has been participating in European mobility and cooperation programs for more than 14 years, within the field of School Education and Medium Vocational Training: Leonardo, Erasmus and Erasmus +. We understand it as a center project and we include it in the Annual General Programming. Therefore, we cannot fail to include our new higher-level vocational training students in this project.

Our intention is to be able to carry out at least 1 student mobility per year for each of our groups to carry out professional practices that are included in their training curriculum. At present we have three specialties: SENIOR TECHNICIAN IN PHYSICAL CONDITIONING, 1 group, SENIOR TECHNICIAN IN SOCIAL-SPORTS ENTERTAINMENT, 2 groups, and SENIOR TECHNICIAN IN DESIGN AND FURNISHING, 2 groups, one of which is on line learning. Therefore, we will request at least 5 mobilities of 3 months duration, normally for the months between April and June.

Regarding faculty mobility, given that the degrees we teach belong to two different departments, we would like to carry out at least one mobility per department for the exchange of professional and educational practices.

Our organization has had this type of program for a long time, we would base the implementation of this new project on our previous experience. We already have the systematized procedure for medium and basic vocational training and we would adapt it to the skills of higher grade students. The steps we are going to take are:

- Information and promotion of the program at the end of the previous course (1st)
- Search for companies in Europe and formalization of collaboration agreements
- Publication of the call with number of places, destinations, requirements and deadlines.
- Selection process.
- Preparation of mobility with the selected students: knowledge of the country of destination and promotion of language skills.
- Implementation and monitoring of mobility
- Analysis of achievement indicators and improvement proposals for the following course.

Strategy, objectives and impact

The achievement of this project serves to complete our internationalization strategy. Our local organization, located in a devalued area, under the influence of the great city Madrid, has grown considerably in the last two years. We believe that it is very important to carry out an internationalization process that brings our institute closer to a European reality and that these experiences help us to modernize our structures and procedures.

The most important objectives that we want to achieve with this project are:

- OBJECTIVE 1: RAISE AWARENESS among our students and their families of the importance of language skills to improve their professional and personal future.
- OBJECTIVE 2: STIMULATE the maturity of medium professional training students so that they develop their autonomy and can become emancipated and incorporate into adult life.

- OBJECTIVE 3: DEVELOP in our students the practice of analytical observation and critical thinking, promoting a positive attitude towards multiculturalism.
- OBJECTIVE 4: INTEGRATE the objectives of the 2030 Agenda for Sustainable Development in our institution through the study of other examples in Europe.
- OBJECTIVE 5: SATISFY the demand of higher education students to have the opportunity to work abroad.

We hope that the impact of the activities programmed in our projects will be, at least, the one already achieved with the mobilities carried out previously, such as:

- Improvement of their professional skills and competencies
- Increase your language skills
- Development of their adaptability and employability.

We also hope that the experience will make you more respectful and tolerant of all types of personal conditions. In short, we hope that from the experience of mobility they feel freer to be able to choose their future as a European citizen.

For the teachers we hope to renew their motivation and vocation, which will improve the quality of the training and education that we offer, thanks to the personal and professional enrichment of the participating teachers.

For the organization, the achievement of an ERASMUS + project of these characteristics will be a sign of the quality of our training that will transcend at the local level, since we are in a small town. This has to translate into a greater number of students enrolled in our Vocational Training Cycle, encouraged by the prospect of expanding their future opportunities, which in their socio-economic environment are few.

Indicators

- OBJECTIVE 1: RAISE AWARENESS among our students and their families of the importance of language skills to improve their professional and personal future.
 - TIMING: Through promotional and dissemination activities, we trust that our participation in the Erasmus+ program for higher education will be known within a period of two years. Our educational community is very local and families are very connected to each other.
 - ACHIEVEMENT INDICATOR: We will carry out a questionnaire for people interested in participating in the mobility and another for their families. The questionnaire must record the level of language knowledge or skills of each of the family members, as well as the importance they give at home to knowledge of languages for their professional and social life and that of their children. Once the possible mobilities have been completed, the questionnaire will be repeated to observe and assess whether there has been any positive change with respect to the initial position. Another variable that may be indicative of achievement is the possible increase in applications to access an Erasmus program, which would reveal a decrease in the fear of leaving Spain due to not having knowledge of the language.
- OBJECTIVE 2: STIMULATE the maturity of medium professional training students so that they develop their autonomy and can become emancipated and incorporate into adult life.

- TIMING: This objective should be achieved during the internship period abroad, which will depend on the type of mobility that the participant is doing. As a general rule, it will be three months, although in the case of mobility after having graduated, this time may be extended.
- ACHIEVEMENT INDICATOR: Completion of a questionnaire by the participating students, before and after the mobility, prepared together with the Guidance department, where the degree of maturity and autonomy acquired during the practices can be assessed and evaluated with respect to what was previously before doing them.
- OBJECTIVE 3: DEVELOP in our students the practice of analytical observation and critical thinking, promoting a positive attitude towards multiculturalism.
 - TIMING: This objective should be achieved during the internship period abroad.
 - ACHIEVEMENT INDICATOR: Test and questionnaires with relevant questions about their experience at the end of the mobility. We will carry out debates with the rest of the mobility participants to other countries to analyze the differences and similarities between our society and the society visited.
- OBJECTIVE 4: INTEGRATE the objectives of the 2030 Agenda for Sustainable Development in our institution through the study of other examples in Europe.
 - TIMING: This objective will be evaluated at the end of the project, after five years. It is an objective of slow progression with which we consider it in the medium term.
 - ACHIEVEMENT INDICATOR: Surveys and interviews with the participants after the completion of the mobilities. Organization of meetings and holding of debates between the participants of mobilities in different countries. Data collection and proposal to incorporate activities to improve the operation of the school to achieve our own 2030 objectives. Subsequent evaluation of the possible implementation of these activities.
- OBJECTIVE 5: SATISFY the demand of higher education students to have the opportunity to work abroad.
 - TIMING: Two years after the end of the mobility of each participant.
 - ACHIEVEMENT INDICATOR: Monitoring of the development of our students during the two years following their degree.

2. ORGANISATION AND MANAGEMENT

2.1 General organisation and management

General organisation and management *(n/a for Topic 1)*

Describe the administrative and academic structures and resources at your institution for organising and implementing the Erasmus+ Programme activities.

Provide a detailed description of how tasks and responsibilities are divided among staff, with regard to both administrative and academic decision-making processes.

Provide the web link with contact details of your institution's international office (or equivalent) dealing with implementing and organising Erasmus+ Programme activities.

- **OBJECTIVE 1: RAISE AWARENESS** among our students and their families of the importance of language skills to improve their professional and personal future.
 - **TIMING:** Through promotional and dissemination activities, we trust that our participation in the Erasmus+ program for higher education will be known within a period of two years. Our educational community is very local and families are very connected to each other.
 - **ACHIEVEMENT INDICATOR:** We will carry out a questionnaire for people interested in participating in the mobility and another for their families. The questionnaire must record the level of language knowledge or skills of each of the family members, as well as the importance they give at home to knowledge of languages for their professional and social life and that of their children. Once the possible mobilities have been completed, the questionnaire will be repeated to observe and assess whether there has been any positive change with respect to the initial position. Another variable that may be indicative of achievement is the possible increase in applications to access an Erasmus program, which would reveal a decrease in the fear of leaving Spain due to not having knowledge of the language.
- **OBJECTIVE 2: STIMULATE** the maturity of medium professional training students so that they develop their autonomy and can become emancipated and incorporate into adult life.
 - **TIMING:** This objective should be achieved during the internship period abroad, which will depend on the type of mobility that the participant is doing. As a general rule, it will be three months, although in the case of mobility after having graduated, this time may be extended.
 - **ACHIEVEMENT INDICATOR:** Completion of a questionnaire by the participating students, before and after the mobility, prepared together with the Guidance department, where the degree of maturity and autonomy acquired during the internships can be assessed and evaluated with respect to what was previously before doing them.
- **OBJECTIVE 3: DEVELOP** in our students the practice of analytical observation and critical thinking, promoting a positive attitude towards multiculturalism.
 - **TIMING:** This objective should be achieved during the internship period abroad.
 - **ACHIEVEMENT INDICATOR:** Test and questionnaires with relevant questions about their experience at the end of the mobility. We will carry out debates with the rest of the mobility participants to other countries to analyze the differences and similarities between our society and the society visited.
- **OBJECTIVE 4: INTEGRATE** the objectives of the 2030 Agenda for Sustainable Development in our institution through the study of other examples in Europe.
 - **TIMING:** This objective will be evaluated at the end of the project, after five years. It is an objective of slow progression with which we consider it in the medium term.
 - **ACHIEVEMENT INDICATOR:** Surveys and interviews with the participants after the completion of the mobilities. Organization of meetings and holding of debates between the participants of mobilities in different countries. Data collection and proposal to incorporate activities to improve the operation of the organization to achieve our own 2030 objectives. Subsequent evaluation of the possible implementation of these activities.
- **OBJECTIVE 5: SATISFY** the demand of higher education students to have the opportunity to work abroad.
 - **TIMING:** Two years after the end of the mobility of each participant.
 - **ACHIEVEMENT INDICATOR:** Monitoring of the development of our students during

the two years following their degree.

2.2 Quality assurance and monitoring and evaluation strategy

Quality assurance and monitoring and evaluation strategy *(n/a for Topic 1)*

Describe the methods to ensure good quality, monitoring, planning and control.

Describe the evaluation methods and indicators (quantitative and qualitative) to monitor and verify the outreach and coverage of your activities.

The project is coordinated from the Department of Wood and Furniture, in collaboration with the English departments, the ICT coordinator for the implementation of digital skills and the start-up of the project management platform and with the support of the Management and the Central Administration.

A Mobility Commission is constituted with the following composition:

- **COORDINATORS:** Ana Cayuela, Head of the Department of Wood and Furniture, and Nuria Martínez, are in charge of coordinating and logistical management (visas, tickets, accommodation) of the project.
- **EXECUTIVE COORDINATORS:** The lecturers/tutors of the internships in the workplace of the two departments involved (Physical Activities and Sports, and Wood and Furniture) carrying out the preparation and selection of students as well as the choice of companies. It also manages all the bureaucracy that it generates for our local administration.
- **VOCALS:** The rest of the members of the Department of Wood and Furniture, as well as the members of the Department of Physical Activities and Sports collaborating in the implementation of the project, the motivation and preparation of the students, the drafting of the project and its justification reports. Also in the decision-making involved in the development of a project of this type. Project-related issues are discussed at Department meetings and all decisions are recorded in minutes.

In addition they collaborate: The ICT in the diffusion of the project in the school web. The teachers of the English department with the communications with the host partners and the promotion of digital competences. The director of the institution, supporting the project in all the organisms of the educational community as well as in the diffusion and promotion of the project, outside of it. The Guidance department in the preparation of the selection process of the participants, in the elaboration of the questionnaires to evaluate the results and in the preparation of the participants for the experience. The secretary of the center who performs the tasks related to economic transfers and invoice justifications.

ORGANIZATION WEBSITE

<https://iesaranguren.es/alumnado/erasmus/>

2.3 Communication and visibility

Communication and visibility

Describe the communication strategy for promoting the Erasmus+ programme and your activities.

Clarify how you will reach the target groups and explain the choice of the dissemination channels.

Provide the web link where you will host the EPS and the ECHE Charter.

The promotion of the program to potential candidates is done from the tutorials during the academic year prior to the internship, in order to inform, motivate and raise awareness

among future participants. Informative sessions will also be held in the assembly hall for all the groups, where participants from previous calls will be invited to share their experience.

INTERNAL DISSEMINATION: The communication of the project and its results within the educational community (faculty, families, other non-candidate students and administration and services staff) is done at faculty meetings and at School Council meetings. The director of the school is in charge of carrying out this task.

EXTERNAL DISSEMINATION: The dissemination of the project and its results abroad is done through social networks (instagram, twitter) and the school website.

Also, information about the project will be included in the promotional brochures, families and students will be informed in the open days that are held once a year with a view to applying for a place within the school. The Erasmus + and European funds logo will be included in all documents and digital media used in the execution of the project.

ORGANIZATION WEBSITE

<https://iesaranguren.es/alumnado/erasmus/>

3. IMPLEMENTATION OF THE ECHE CHARTER PRINCIPLES

3.1 ECHE fundamental principles

ECHE fundamental principles

Non-discrimination, transparency and inclusion

Explain the measures taken in your institution to respect the principles of non-discrimination, transparency and inclusion of students and staff.

Describe how your institution ensures full and equitable access to participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.

Note: More information on the ECHE Charter principles can be found in the [ECHE Guidelines](#).

The selection process will be public and will include a clause evidencing that all the students of the institution have the right to opt for the granting of the subsidy to carry out a mobility for internships abroad regardless of origin, race, gender, social condition or religion.

In this process, the conditions of participation will be described, which will be based on academic performance, attendance and behaviour during their training process at the school and language level and certification.

In the case of competition for a place, with equal scores in the selection process, priority will be given to cases of risk of social exclusion or people with fewer opportunities. A mechanism will be developed with the tutors and the guidance department to be able to detect these cases in a fair and impartial manner.

All decisions and actions will be published in the Erasmus + place of our website.

ECTS credits (n/a for Topic 1)

Explain your institution's methodology for allocating ECTS credits to different courses. If are not yet using the ECTS credit system, please explain why this is the case.

Note: More information on ECTS can be found in the [ECTS Users' Guide](#).

n/a

European Student Card and Erasmus+ App

Explain the measures to implement the European Student Card Initiative and promote the Erasmus+ mobile App to students.

Please refer to the timeline for the European Student Card Initiative on the [Europa website](#).

Our institution is currently immersed in a process of digitization and inclusion of digital skills in the professional accreditation of all its workers, to guarantee the short-term digitization of our training and with it the adaptation of our educational processes to generations. digital that we have to form.

This also forces us to use digital media in all extracurricular initiatives including this project. We have already commented that all the tasks and communications will be carried out through a digital platform and that the dissemination will be done, among other means, through social media and web pages.

Of course, the use of the Erasmus + mobile app and the European student card will be a condition of participation in order to be selected.

Environmentally friendly practices

Explain how your institution will implement and promote environmentally friendly practices in the context of Erasmus+ programme activities.

With this project we commit ourselves to practice and promote respectful attitudes towards the environment in the development of mobility and all the actions that contribute to carrying them out.

The search for host partners will be based on the selection of those who, among their lines of action, care for the environment through the use of renewable energy and the use of recycled materials or with sustainability certificates (for example, the FSC or PSFC seal in the case of furniture companies for the Design and Furnishing groups).

The digitization of the project necessarily entails the elimination of the use of paper and other materials that generate waste.

We will promote the use of less polluting transport, both for commuting to the place where the internship is to be carried out (use of bicycles or train to go to work), and for the round trip where you can consider going by train or share an electric vehicle with people going to the same destination.

In the final report that we request, we will request a brief description of the systems and methods to take care of the environment that have been observed during the practices and a reflection on them.

Civic engagement and active citizenship

Explain how you will promote civic engagement and active citizenship amongst your outgoing and incoming students participating in Erasmus+ activities.

The promotion of civic values and citizen coexistence and cooperation are included in the principles of the institutional educational project.

During the training of our students our institution (approximately a course and a half) we work in tutorials and through extracurricular and complementary activities on these values that are so important for coexistence. Service-learning activities are also carried out within our locality.

During the training of the selected students, emphasis will be placed on the importance of safeguarding these values during mobility. The objective is that the participants become aware that this commitment is very important to be able to easily integrate and understand the European identity.

3.2 Mobility activities

<p>Student/staff mobility</p>
<p>Course catalogues (before mobility) (n/a for Topic 1)</p> <p><i>How will you ensure that all courses taught at your institution (and the languages they are taught in) are described in a publicly available course catalogue in accordance with the EU Recommendation on Automatic Mutual Recognition?</i></p>
<p>The mobilities that we request with this proposal are to carry out professional internships in a workplace for a period of approximately three months, for this reason we believe that it is not appropriate to answer this section.</p> <p>The adequacy of these internships to the curriculum of the FCT module that is certified at the end of them is guaranteed by the training agreements signed by sending partners and host partners and the weekly monitoring of the lecturers/tutors.</p>
<p>Inter-institutional agreements for study and teaching mobility (before mobility) (n/a for Topic 1)</p> <p><i>Describe your institution's approach to concluding and monitoring inter-institutional agreements for study and teaching mobility.</i></p> <p><i>Explain how and by whom the learning agreements for mobile students will be managed.</i></p>
<p>Collaboration agreements will be signed with the host companies and institutions that include the terms of the collaboration and the conditions to guarantee the quality of the project.</p> <p>For teaching mobility, a work plan and a training agreement will be drawn up that will be signed by the host organization, the sending organization and the participant.</p> <p>The sending organization undertakes in signing the collaboration agreement to guarantee the implementation of the work plan and to certify it upon completion.</p> <p>The participant agrees to successfully carry out the work plan and to report his learning to the sending organization when he returns.</p>
<p>Support for outgoing students/staff (n/a for Topic 1)</p> <p><i>Describe your institution's policy for preparing outgoing students/staff (e.g. language courses, workshops/information on inter-cultural competencies, etc).</i></p> <p><i>Describe mentoring and support arrangements for outgoing students/staff (e.g. peer mentoring; information on accommodation insurance, visa, etc.).</i></p>
<p>Before carrying out the mobility: the selected participants will be prepared in terms of socio-cultural formation of the host country, customs and habits, logistical issues related to the trip, luggage, economic management, search for accommodation, etc. Emphasis will also be placed on study and improvement of the language.</p> <p>Through informative sessions, workshops and talks to exchange practices carried out by participants from other institutions or other projects.</p> <p>In the open course on the school's digital platform, scheduled tasks and links related to all practical issues such as passport, opening a bank account, visas, obtaining a health card, consulates and embassies, use of insurance, travel, cards will be posted. boarding, etc.</p> <p>Also, in this course, material and links will be uploaded that inform about the host country: history, tourism, customs, politics, economy, society, etc...</p>
<p>Support for incoming students/staff (during mobility) (n/a for Topic 1)</p> <p><i>Describe mentoring and support arrangements for incoming students/staff (e.g. peer mentoring; social integration within the institution and with its local students and staff; information on accommodation insurance, visa, etc.).</i></p>
<p>As it is the first time that we have considered carrying out a project of this magnitude with the new higher-level cycles, we have not yet thought about the possibility of receiving students in our organization or facilitating internships for European students in any of our collaborating</p>

companies.

However, if the possibility of carrying out an activity of this type arose, we would carry it out under the same premises and quality standards that we have established for the mobility of our students and our teachers.

Full automatic recognition of credits (after mobility)

Describe the measures to ensure the full automatic recognition of credits for learning outcomes during a mobility period abroad/blended mobility in accordance with the [EU Recommendation on Automatic Mutual Recognition](#).

After completing the internships, an evaluation board determines the aptitude or not of the student to obtain the title of Higher Technician.

With the issuance of a Higher Technician title in the corresponding specialty, the internships carried out during the Erasmus mobility experience are automatically recognized.

Recognition of staff mobility (after mobility)

Describe your institution's measures to support, promote and recognise staff mobility.

The host institution certifies the participation with the use of the teacher who carries out the mobility.

This certificate and its acknowledgment by the director of the school are presented to our educational administration, which grants training credits to the teacher based on the hours of internship they have completed.

3.3 Cooperation projects

Cooperation activities

Promotion of cooperation projects *(n/a for Topic 1)*

Describe how your institution will promote the opportunities offered by the Erasmus+ cooperation projects.

n/a

Support engagement *(n/a for Topic 1)*

Describe how your institution will support and recognise its staff and students' engagement in Erasmus+ European and international cooperation projects throughout the application and implementation phase.

n/a

4. DECLARATIONS

Commitment to the ECHE Charter	
By submitting this application, the institution: <ul style="list-style-type: none">• acknowledges that it has read and fully understood and that commits to apply/comply with all the principles of the ECHE Charter.• accepts that the implementation of the Charter will be monitored by the Erasmus+ National Agencies and that a violation of the Charter may lead to the withdrawal of the certificate by the European Commission.xx	YES

Signed:

Signed:

Mr. Manuel Sanguino García
Headmaster

Ana Cayuela Delgado
Person in charge of the proposal

ANNEXES

LIST OF ANNEXES

Erasmus+ ECHE Charter (available on [Funding & Tenders Portal Reference Documents](#))

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	15.04.2021	Initial version (new MFF).



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