



ERASMUS+

Proposal Template

**Administrative Forms (Part A)
Project Technical Description (Part B)**

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

**Version 1.1
4 March 2020**



Call: EACEA-03-2020 — Erasmus: Key action 1: Erasmus Charter for Higher Education

EU Grants: Proposal template (EACEA Erasmus+ IBA): V1.0 – 11-02-2020



ERASMUS+

PROPOSAL (PART B)

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

IMPORTANT NOTICE


Applications must be submitted via the Funding & Tenders Portal Submission Service before the call deadline.


Applicants must use this template for their applications (designed to highlight important aspects and facilitate the assessment against the evaluation criteria).

Character and page limits:

- page limit **20** pages
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 8 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 proposal.

 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. After you have submitted it, any 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.**

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	11.02.2020	Initial version
1.1	04.03.2020	Changes in page 10, 1st box after the Erasmus Policy Declaration

COVER PAGE

Part B of the proposal must be filled out by the participants in WORD, assembled and uploaded as PDF in the Funding & Tenders Portal Submission System. The template to use is available there.

Note: *Please take due account of the objectives and Charter's principles to be awarded with the Charter under the call (see Call document). Pay particular attention to the award criteria; they explain how the proposal will be evaluated.*

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COMMITMENT TO THE ERASMUS CHARTER PRINCIPLES

Declaration

I, undersigned, declare that if my institution is awarded with an Erasmus Charter for Higher Education, my institution will undertake to:

- Respect in full the principles of non-discrimination, transparency and inclusion set out in the Programme.
- Ensure equal and equitable access and opportunities to current and prospective participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.
- Ensure full automatic recognition of all credits (based on the European Credit Transfer and Accumulation System – ECTS) gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility.
- Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities.
- Ensure the quality of the mobility activities and of the cooperation projects throughout the application and implementation phases.
- Implement the priorities of the Programme:
 - By undertaking the necessary steps to implement digital mobility management in line with the technical standards of the European Student Card Initiative.
 - By promoting environmentally friendly practices in all activities related to the Programme.
 - By encouraging the participation of individuals with fewer opportunities in the Programme.
 - By promoting civic engagement and encouraging students and staff to get involved as active citizens before, during and after their participation in a mobility or project.

WHEN PARTICIPATING IN MOBILITY ACTIVITIES

Before mobility

- Ensure that selection procedures for mobility activities are fair, transparent, coherent and documented.
- Publish and regularly update the course catalogue on the website of the Institution well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Publish and regularly update information on the grading system used and grade distribution tables for all study programmes. Ensure that students receive clear and transparent information on recognition and grade conversion procedures.
- Carry out mobility for the purpose of studying and teaching only within the framework of prior agreements between institutions. These agreements establish the respective roles and responsibilities of the different parties, as well as their commitment to shared quality criteria in the selection, preparation, reception, support and integration of mobile participants.
- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of linguistic proficiency and develop their intercultural competences.
- Ensure that student and staff mobility is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide active support to incoming mobile participants throughout the process of finding accommodation.
- Provide assistance related to obtaining visas, when required, for incoming and outgoing mobile participants.
- Provide assistance related to obtaining insurance, when required, for incoming and outgoing mobile

participants.

- Ensure that students are aware of their rights and obligations as defined in the Erasmus Student Charter.

During mobility

- Ensure equal academic treatment and the quality of services for incoming students.
- Promote measures that ensure the safety of outgoing and incoming mobile participants.
- Integrate incoming mobile participants into the wider student community and in the Institution's everyday life. Encourage them to act as ambassadors of the programme and share their mobility experience.
- Provide appropriate mentoring and support arrangements for mobile participants, including for those pursuing blended mobility.
- Provide appropriate language support to incoming mobile participants.

After mobility

- Provide incoming mobile students and their sending institutions with transcripts of records containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Ensure that all ECTS credits gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility are fully and automatically recognised as agreed in the learning agreement and confirmed by the transcript of records/traineeship certificate. They shall be transferred without delay into the student's records, shall be counted towards the student's degree without any additional work or assessment of the student and shall be traceable in the student's transcript of records and the Diploma Supplement.
- Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (the Diploma Supplement).
- Encourage and support mobile participants upon return to act as ambassadors of the programme, promote the benefits of mobility and actively engage in building alumni communities.
- Ensure that staff is given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement and in line with the institutional strategy.

WHEN PARTICIPATING IN EUROPEAN AND INTERNATIONAL COOPERATION PROJECTS

- Ensure that cooperation activities contribute towards the fulfilment of the institutional strategy.
- Promote the opportunities offered by the cooperation projects and provide relevant support to staff and students interested in participating in these activities throughout the application and implementation phase.
- Ensure that cooperation activities lead to sustainable outcomes and that their impact benefits all partners.
- Encourage peer-learning activities and exploit the results of the projects in a way that will maximise their impact on individuals, other participating institutions and the wider academic community.

FOR THE PURPOSES OF IMPLEMENTATION AND MONITORING

- Ensure that the long-term institutional strategy and its relevance to the objectives and priorities of the Programme are described in the Erasmus Policy Statement.
- Ensure that the principles of the Charter are well communicated and are applied by staff at all levels of the Institution.
- Make use of the "ECHE guidelines" and of the "ECHE self-assessment" to ensure the full implementation of the principles of this Charter.
- Regularly promote activities supported by the Programme, along with their results.
- Display this Charter and the related Erasmus Policy Statement prominently on the Institution's website and on all other relevant channels.

On behalf of the Institution, I acknowledge that the implementation of the Charter will be monitored by the Erasmus

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National Agencies and that a violation of the above principles and commitments may lead to its withdrawal by the European Commission.

On behalf of the institution, I commit to publishing the Erasmus Policy Statement on the institution website.

Legal representative of the institution:

Ana Isabel Herrera González

Signature of the legal representative

In the following sections of the application form, you will need to explain how your institution will fulfil the ECHE principles if the Charter is awarded. You are encouraged to consult the [ECHE Guidelines](#) for support in completing this application.

Please note that your Erasmus+ National Agency will monitor your Erasmus Policy Statement and your answers to the questions given in the application. The Erasmus+ National Agency reserves the right to request more information on your activities and propose supplementary measures, for the purposes of monitoring and implementing the Charter principles by your institution.

1. ERASMUS POLICY STATEMENT (EPS)

1.1 Erasmus activities included in your EPS

In this section, you need to tick the Erasmus activities covered by your Erasmus Policy Statement. Please select those activities that your HEI intends to implement during the entire duration of the Programme.

Erasmus Key Action 1 (KA1) - Learning mobility:

The mobility of higher education students and staff

Erasmus Key Action 2 (KA2) - Cooperation among organisations and institutions:

Partnerships for Cooperation and exchanges of practices

Partnerships for Excellence – European Universities

Partnerships for Excellence - Erasmus Mundus Joint Master Degrees

Partnerships for Innovation

Erasmus Key Action 3 (KA3):

Erasmus Key Action 3 (KA3) - Support to policy development and cooperation:

1.2 Erasmus Policy statement (EPS): your strategy

Your Erasmus Policy Statement should reflect how you intended to implement Erasmus after the award of the ECHE. Should you wish to add additional activities in the future, you will need to amend your Erasmus Policy Statement and inform your Erasmus National Agency.

What would you like to achieve by participating in the Erasmus Programme? How does your participation in the Erasmus Programme fit into your institutional internationalisation and modernisation strategy?

(Please reflect on the objectives of your participation. Please explain how you expect the participation in Erasmus to contribute towards modernising your institution, as well as on the goal of building a European Education Area¹ and explain the policy objectives you intend to pursue).

¹ For more information on the priorities of the European Education Area, such as recognition, digital skills, common values and inclusive education, please consult the following website: https://ec.europa.eu/education/education-in-the-eu/european-education-area_en

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

Los objetivos de la Escuela de Educadoras y Educadores de Pamplona se fundamentan en proporcionar oportunidades tanto a alumnado como a profesorado para realizar movilizaciones en empresas o instituciones que les permitan conocer entornos profesionales de su perfil profesional y laboral.

Es conveniente tener en cuenta el tipo de enseñanzas que se imparten en el centro, ya que estos Ciclos de Formación Superior tienen unas características especiales que definen la identidad de esta Escuela de Formación Superior.

- Animación Sociocultural y Turística
- Educación Infantil
- Integración Social

El centro cuenta con un Plan de Internacionalización que describe su estrategia y define objetivos e indicadores para los próximos años intentando ampliar el intercambio de experiencias y prácticas profesionales con otros centros e instituciones internacionales relacionados con los perfiles profesionales que se imparten en el Centro.

Las estancias de nuestro alumnado irán encaminadas a completar su formación práctica en centros e instituciones relacionados con su perfil profesional

Las estancias de nuestro profesorado buscan tanto completar su formación práctica en el mundo profesional, en instituciones relacionadas con nuestra formación, así como en conocer y contrastar las diferentes metodologías aplicadas con el alumnado en otros contextos internacionales.

Podríamos, por tanto, destacar los siguientes aspectos:

- Abordar aspectos educativos que puedan enriquecer las metodologías y las buenas prácticas en nuestro centro.
- Realizar prácticas en instituciones ligadas al ámbito profesional del formador, para poder enriquecer y ampliar la práctica docente con el alumnado, progresivamente más abierto a otras experiencias fuera de su ámbito de confort o su contexto.
- El nivel formativo de nuestro alumnado se refuerza a través de esta experiencia europea, que complementa sus aprendizajes previos en la escuela.
- En el caso concreto de alumnado perteneciente a grupos desfavorecidos, este complemento formativo es un elemento de compensación de desigualdades tanto económicas como sociales, así como el valor preventivo del abandono escolar.
- El conocimiento y acceso a la realidad laboral europea supone una clara expansión de las posibilidades laborales de nuestros estudiantes.
- La movilidad internacional del profesorado lleva a nuestra institución a un autoanálisis y reflexión continuos tomando como referencia el marco europeo de enseñanza- aprendizaje.

TRANSLATION INTO ENGLISH

The objectives of our Center are fundamentally to provide opportunities for both students and teachers to carry out mobility for companies, institutions that allow them to get to know professional environments of our professional and work profile.

It is convenient to take into account the type of teaching provided at the Center, since these Higher Training Modules have special characteristics that define the identity of this Higher Training School.

- Sociocultural and Tourist Animation
- Early Childhood Education
- Social integration

The Center has an Internationalization Plan that describes its strategy, objectives and indicators for the coming years that seeks to expand the exchange of professional experiences and practices with other international centres and institutions related to our professional profiles.

The placements for our students will be aimed at completing their practical training in HEI centres and institutions related to their professional profiles.

The placements of our teaching staff seek to complete their training in the professional and practical world, in institutions related to our training, as well as to know and contrast the different methodologies applied to students in different international contexts.

Thus we may underline the following aspects:

- Address educational aspects that can enrich the methodologies and good practices in our Center
- Carry out internships in institutions linked to the professional field of the trainer, in order to enrich and expand the teaching practice with the students, progressively more open to other experiences outside their field of comfort or their context.

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The training level of our students is reinforced through this European experience, which complements their previous learning at school.

- In the specific case of students belonging to disadvantaged groups, this training complement is an element of compensation for both economic and social inequalities, as well as the preventive value of dropping out of school.
- Knowledge and access to the European labour reality supposes a clear expansion of the employment possibilities of our students.

The international mobility of the teaching staff leads our institution to continuous self-analysis and reflection, taking as a reference the European teaching-learning framework

Please reflect on the Erasmus actions you would like to take part in and explain how they will be implemented in practice at your institution. Please explain how your institution's participation in these actions will contribute to achieving the objectives of your institutional strategy.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

Las principales actividades que nuestro centro pretende realizar son las siguientes:

- Estancias de estudiantes en empresas e instituciones para la realización de prácticas formativas complementarias a sus estudios de Formación Profesional Superior y con certificación oficial
- Estancias de formadores en Empresas, Instituciones o Centros de Educación Superior para posibilitar un mayor conocimiento sobre metodologías educativas y sistemas que se desarrollan en otros países en nuestras áreas profesionales.
- Difundir y aprovechar las estancias tanto de alumnado como de profesorado para mejorar el proyecto del centro tanto a nivel académico como práctico.
- Compartir conocimientos y experiencias innovadoras en centros educativos, instituciones y organizaciones de distintos países.
- Promover la equidad y la inclusión facilitando el acceso de los participantes que proceden de entornos desfavorecidos y tienen menos oportunidades que sus compañeros y compañeras.
- Promover el aprendizaje de las lenguas y la diversidad lingüística.
- Facilitar el desarrollo de prácticas innovadoras en educación y formación.
- Promover el intercambio con profesorado y alumnado Europeo

Estas actividades señaladas son las piezas fundamentales de los objetivos que persigue nuestro centro en su estrategia de internacionalización, tal y como está descrito en el Plan de Internacionalización del mismo.

Cómo se implementará en la práctica en nuestro Centro

El centro cuenta con una estrategia de internacionalización que se contempla en la Programación Anual del mismo y se plasma en un documento, el Plan de internacionalización.

Contamos con profesorado especialmente implicado con la dinamización de la internacionalización del centro

La profesora responsable de la internacionalización del centro coordina al resto de profesorado implicado: profesora de idiomas, responsable de prácticas, coordinadores de ciclo formativos y responsable de la Web del centro.

Pertecemos a un Consorcio que lidera el Departamento de Educación del Gobierno de Navarra y que nos apoya en la movilidad tanto de profesorado como alumnado y acreditación de la misma.

TRANSLATION INTO ENGLISH

The fundamental activities that our Center intends to carry out are the following aspects:

- Student placements in companies and institutions to carry out complementary training practices to their Higher Vocational Training studies and with official certification.
- Placements of trainers in Companies, Institutions or Centres of Higher Education to enable a greater knowledge of educational methodologies and systems that are developed in other countries in our professional area.
- Disseminate and take advantage of both student and faculty stays to improve the centre's project both academically and practically
- Share knowledge and innovative experiences in educational centres, institutions and organizations in different countries.
- Promote equity and inclusion by facilitating access for participants who come from disadvantaged backgrounds and have fewer opportunities than their peers.
- Promote the learning of languages and linguistic diversity

Facilitate the development of innovative practices in education and training.

Promote the exchange with European teachers and students

These activities indicated are the fundamental pieces of the objectives that our centre pursues in its

internationalization strategy, as described in its Internationalization Plan.

How they will be implemented in practice

The centre has an internationalization strategy that is contemplated in its Annual Program and is reflected in a document, the Internationalization Plan.

We have teachers specially involved in internationalization measures.

The teacher responsible for the internationalization matters coordinates the rest of the teachers involved: language teacher, responsible for internships, coordinators of training cycles and responsible for the centre's website

We belong to a Consortium led by the Department of Education of the Government of Navarra, which supports us in the mobility of both teachers and students as well as accreditation of mobilities.

What is the envisaged impact of your participation in the Erasmus+ Programme on your institution?

Please reflect on targets, as well as qualitative and quantitative indicators in monitoring this impact (such as mobility targets for student/staff mobility, quality of the implementation, support for participants on mobility, increased involvement in cooperation projects (under the KA2 action), sustainability/long-term impact of projects etc.) You are encouraged to offer an indicative timeline for achieving the targets related to the Erasmus+ actions.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

La participación en el programa Erasmus+ tiene claros beneficios en el ámbito educativo tanto del alumnado como del profesorado. Además de esto, permite adquirir otros conocimientos aplicables a otras áreas, la personal y la profesional

- Es una experiencia muy enriquecedora en la que aprenden a resolver diferentes situaciones a las que no están acostumbrados. La adaptación es una capacidad académica y profesional muy destacable y valorada.
- Proponerse nuevos retos y cumplirlos, exponerse a situaciones fuera de tu espacio de confort, o comunicarte y expresarte en una lengua que no es la tuya, ayudan al alumnado a crecer en autonomía y responsabilidad
- Como experiencia formativa tiene una incidencia importante en el crecimiento personal del alumnado. Supone asumir responsabilidades y afrontar desafíos que van a influir en su futuro desarrollo profesional
- Permite conocer otras culturas, otra forma de vivir y de estudiar y adaptarse a otros horarios y otras maneras de trabajar, aporta una madurez extra y provoca en los estudiantes otro punto de vista con el que convivir y enfocar su carrera.
- Las destrezas lingüísticas y los conocimientos culturales adquiridos permiten al alumnado una visión más amplia del mundo y una mayor apertura mental.
- Permitirá a los estudiantes en el futuro ser profesionales más flexibles y más adaptables a otros contextos, lo cual las empresas valoran en la actualidad.
- La acreditación obtenida tras la estancia les ayudará a la hora de obtener una oportunidad laboral.

Las estancias de formadores en Empresas o Centros de Educación superior posibilitan un mayor intercambio, cooperación y conocimiento sobre metodologías innovadoras que se desarrollan en otros países en las diferentes áreas profesionales, lo que repercute en la mejor marcha y adecuación a lo nuevo en todo el equipo educativo

Nuestro centro tiene como metas mínimas para cada curso escolar las siguientes:

- Conseguir al menos 5 estancias formativas de 3 meses para el alumnado
- Conseguir al menos 2 estancias formativas del profesorado
- Atender a las peticiones de otros países para organizar estancias formativas de similar índole
- Colaborar con otros centros para la realización de alguna medida conjunta durante la duración del nuevo programa Erasmus

TRANSLATION INTO ENGLISH

Participation in the Erasmus + program has clear benefits in the educational field for both students and teachers. In addition to this, it allows acquiring other knowledge applicable to other areas, personal and professional

- It is a very enriching experience in which they learn to solve different situations that they are not used to. Adaptation is a highly remarkable and valued academic and professional ability.
- Propose new challenges and meet them, exposing to situations outside your comfort space, or communicate and express yourself in a language that is not yours, help students to grow in autonomy and responsibility

- As a training experience, it has a significant impact on the personal growth of students. It means assuming responsibilities and facing challenges that will influence your future professional development
- It allows knowing other cultures, another way of living and studying and adapting to other schedules and other ways of working. Provides extra maturity and provokes students with another point of view to live and focus their career.
- Linguistic skills and cultural knowledge acquired allow students a broader view of the world and a greater open mind.
- It will allow them in the future to be more flexible professionals and more adaptable to other contexts, which is something that companies currently value.
- The accreditation obtained after the placements will help them when claiming a job offer.

The placements of trainers in Companies or Higher Education Centers enable a greater exchange, cooperation and knowledge about innovative methodologies that are developed in other countries in the different professional areas, which affects the best progress and adaptation to the new in the entire educational team

Our HEI School has the following minimum goals for each school year:

- Achieving at least 5 3-month training stays for students
- Get at least 2 teacher training placements
- Respond to requests from other countries to organize training stays of a similar nature
- Collaborate with other centres to carry out a joint measure during the duration of the new Erasmus program

2. IMPLEMENTATION OF THE FUNDAMENTAL PRINCIPLES

2.1 Implementation of the new principles

Please 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.

Nuestro centro mantiene un serio compromiso con los principios de la Carta Erasmus, comenzando porque tales principios son parte fundamental de nuestro Proyecto Educativo de Centro que apuesta firmemente por una Escuela pública e Inclusiva que busca la igualdad de oportunidades para toda la comunidad educativa.

El centro vela porque todo nuestro alumnado pueda realizar todas las actividades que se ofrecen, incluidas las transnacionales en igualdad de oportunidades, ofreciendo el apoyo que sea necesario a todos y todas ellas.

TRANSLATION INTO ENGLISH

Our Center maintains a serious commitment to the principles of the Erasmus Charter, beginning with the fact that such principles are a fundamental part of our Educational Project of the Center, which is firmly committed to a public and Inclusive School that seeks equal opportunities for the entire educational community.

The Center ensures that all our students can carry out all the activities offered, including transnational activities on equal opportunities and offering the necessary support to all of them.

Please explain what measures your institution will put in place to implement the European Student Card Initiative, and promote the use of the programme's Erasmus+ mobile App to students. Please refer to the timeline indicated on the European Student Card Initiative website².

El centro aplicará la implantación y el uso de la Tarjeta Europea del Estudiante (European Student Card) en los plazos que vaya facilitando la Agencia Nacional SEPIE y teniendo en cuenta la necesidad de que los estudiantes tengan acceso inmediato a las aplicaciones electrónicas que se van a implantar con el nuevo programa.

El centro intentará adaptarse al calendario de actuaciones previsto

Año 2021 - Gestionar acuerdos interinstitucionales y acuerdos de aprendizaje en línea

Año 2022 - Enviar y recibir comunicaciones telemáticas de los estudiantes

Año 2023 - Intercambiar transcripciones de registros relacionados con la movilidad de los estudiantes

Dado que este centro participa en un consorcio de Grado Superior con Carta de Calidad promovido por el Gobierno de Navarra, seguiremos las instrucciones que se marquen desde el coordinador del Consorcio y procuraremos una rápida adaptación a estos sistemas telemáticos que facilitarán la gestión de la documentación y la comunicación con los estudiantes que participen en actividades de movilidad transnacional.

TRANSLATION INTO ENGLISH

The Center will apply the implementation and use of the European Student Card within the periods provided by the SEPIE National Agency and taking into account the need for students to have immediate access to the electronic applications that are going to implement with the new program.

The Center will try to adapt to the planned schedule of performances:

2021 - to manage inter-institutional agreements and online learning agreements

2022 - to send and receive student nominations and acceptances

2023 - to exchange transcripts of records related to student mobility

Given that this Center participates in a Higher Degree consortium with a Quality Charter promoted by the Government of Navarra, we will follow the instructions set by the coordinator of the Consortium and we will try to quickly adapt to these electronic systems that will facilitate documentation management and communication with students who participate in transnational mobility activities.

² https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

Please explain how your institutions will implement and promote environmentally friendly practices in the context of the Erasmus+ programme.

Dado que las principales actividades que pueden llevar a cabo los estudiantes en sus prácticas formativas están relacionadas con las empresas de su sector profesional, el centro y el Gobierno de Navarra priorizarán como empresas colaboradoras a aquellas que cumplan alguno de estos requisitos:

- Empresas que cumplen con la ISO 14001 Medioambiental
- Empresas que fomenten la economía circular y los procesos de promoción del uso de energías limpias.
- Empresas que tengan entre sus objetivos transversales la preocupación por el reciclaje y la conservación del medio ambiente.

TRANSLATION INTO ENGLISH

Given that the main activities that students can carry out in their training practices are related to companies in their professional sector, the Center and the Government of Navarra will prioritize as collaborating companies those that meet any of these requirements:

- Companies that comply with ISO 14001 Environmental
- Companies that promote the circular economy and the processes of promoting the use of clean energy.
- Companies that have among their transversal objectives the concern for recycling and the conservation of the environment.

Please explain how you will promote civic engagement and active citizenship amongst your outgoing and incoming students before, after and during mobility.

Los programas en los que el centro va a participar implican no sólo completar la formación académica y/o profesional.

Las personas que salen al extranjero demuestran iniciativa y capacidad para dejar su zona de confort. Durante la experiencia desarrollan habilidades sociales, comunicativas y de entendimiento multicultural. Son capaces de asumir retos en entornos multiculturales. Al regresar tiene mayor capacidad resolutive y una visión más global del mundo. La experiencia les aporta iniciativa, flexibilidad y capacidad de adaptación a los cambios, así como mayor interés por otras culturas. La experiencia Erasmus les hace desarrollar un sentimiento internacionalista, mayor interés por otras culturas y un gusto por los idiomas que comparten con otros jóvenes o compañeros/as del profesorado.

Para el alumnado o el profesorado del que nuestro centro es centro de acogida, se organizarán, además de la parte académica y profesional, actividades culturales, lúdicas...que permitan un mayor conocimiento de nuestro entorno y nuestra cultura.

TRANSLATION INTO ENGLISH

The programs in which the Center will participate involve not only completing academic and / or professional training.

People who travel abroad demonstrate initiative and ability to leave their comfort zone. During the experience, they develop social, communication and multicultural understanding skills. They are capable of taking on challenges in multicultural environments. When they return, they have greater capacity for resolution and a more global vision of the world. The experience provides them initiative, flexibility and adaptability to changes, as well as a greater interest in other cultures. The Erasmus experience makes them develop an international feeling, a greater interest in other cultures and a taste for the languages they usually share with other young people or fellow teachers.

For the students / teachers that our Center host, cultural and recreational activities will be organized in addition to the academic and professional part, which will allow a greater knowledge of our environment and our culture.

2.2 When participating in Mobility Activities - After mobility

Please demonstrate your commitment to implement full automatic recognition in your Higher Education Institution.
Please describe the concrete steps you will take to ensure the full automatic recognition of all credits gained for learning outcomes achieved during a mobility period abroad/ a blended mobility, according to the Council Recommendation on Automatic Mutual Recognition³.

Nuestro centro, lleva a cabo movibilidades para graduados que fomentan el conocimiento empresarial y la experiencia en un campo profesional además de todas las capacidades transversales mencionadas en el apartado anterior.

Los estudiantes conseguirán una certificación de la empresa y la emisión del Certificado Europass Mobility, donde se registrará toda la actividad llevada a cabo en la empresa de acogida durante el periodo de formación.

TRANSLATION INTO ENGLISH

Our Center carries out graduate mobilities that promote business knowledge and experience in a professional field, in addition to all the cross-cutting skills mentioned in the previous section.

Students will obtain a certification from the company and the issuance of the Europass Mobility Certificate, where all the activity carried out at the host company during the training period will be recorded.

Please describe your institution's measures to support, promote and recognise staff mobility:

El Centro Integrado Escuela de Educadoras y Educadores apoya y motiva la movilidad del profesorado, tanto desde la dirección del mismo como por la responsable de internacionalización. El centro considera importante para su mejor desempeño que el profesorado conozca otros métodos de enseñanza, comparta conocimientos y conozca otras culturas.

Se promociona e informa al profesorado de los programas de movilidad y becas a las que pueden acogerse. Se facilita el acceso a becas, ayudas y programas de aprendizaje permanente y experiencia laboral en el extranjero

En función de la normativa sobre certificación de actividades transnacionales emitida por el Gobierno de Navarra, los profesores que participen en proyectos de cooperación (Acción KA2), tendrán un reconocimiento anual en créditos de innovación por el tiempo empleado en el desarrollo del proyecto.

TRANSLATION INTO ENGLISH

Our HIE School supports and motivates the mobility of teachers, both from the direction of the same and by the head of internationalization. The Center considers it important for its best performance that teachers learn other teaching methods, share knowledge and learn about other cultures. Teachers are promoted and informed of the mobility programs and scholarships they can take part in. Access to scholarships, grants and lifelong learning programs and work experience abroad is facilitated

Based on the regulations on certification of transnational activities issued by the Government of Navarra, teachers who participate in cooperation projects (Action KA2), will have an annual recognition in innovation credits for the time spent in developing the project.

2.3 For the Purposes of Visibility

Please provide the web link where you will host the Erasmus Policy statement in the future. Please reflect on how you plan to regularly promote the activities supported by the Programme.

El vínculo por el que se accede a la política Erasmus del centro, es el siguiente:

<https://escuelaeducadores.educacion.navarra.es/el-centro/programas-de-movilidad/>

En cualquier caso, en nuestro centro, utilizamos una plataforma, gestionada por el departamento de Educación de Gobierno de Navarra, Moodle, donde tanto en el foro de profesorado, como en el de alumnado, se informa y promueve de todas las actividades previstas por el Plan de Internacionalización.

A todas las actividades que se realizan o van a realizar en nuestro centro, se les da visibilidad en el Moodle. Asimismo, en dicha plataforma, se suben todas las aportaciones tanto de profesorado como de alumnado, tras las

³ The text of the Council Recommendation on Automatic Mutual Recognition may be found at: [https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210\(01\)](https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210(01))

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estancias en otros países, para que sirva de motor motivacional a toda la comunidad educativa. También se realizan sesiones informativas presenciales, contar motivaciones, aprendizajes, experiencias... antes, durante y después de la movilidad.

TRANSLATION INTO ENGLISH

The link through which the HEI School Erasmus policy is accessed is as follows:

<https://escuelaeducadores.educacion.navarra.es/el-centro/programas-de-movilidad/>

In any case, in our Center, we use a platform, managed by the Department of Education of the Government of Navarra, Moodle, where both the faculty forum and the student forum inform and promote all the activities planned by the Internationalization Plan

All the activities that are carried out or are going to be carried out in our Center are given visibility in Moodle. Likewise, in this platform, all contributions from both teachers and students are uploaded, after stays in other countries, to serve as a motivational engine for the entire educational community. There are also face-to-face information sessions, counting motivations, learning, experiences ... before, during and after mobility

Please describe how you will ensure that the principles of this Charter will be well communicated and applied by staff at all levels of the institution.

La difusión es uno de los aspectos más significativos de la estrategia de Internacionalización. En el centro, llevaremos a cabo cuatro acciones principales:

- 1.- La difusión a través de la página Web de las actividades llevadas a cabo tanto por estudiantes como por el profesorado
- 2.- La difusión de los contenidos técnicos de actividades llevadas a cabo por el profesorado, prestando especial atención a las posibilidades que tienen los profesores de difundir su experiencia en el seno de su Departamento Didáctico y en la comisión de Coordinación Pedagógica.
- 3.- La promoción del programa a través de encuentros con anteriores participantes que puedan orientar y animar a futuros participantes.
- 4.- La vinculación de profesores con otras instituciones de Formación superior que puedan fomentar la participación en proyectos de colaboración o de buenas prácticas.

TRANSLATION INTO ENGLISH

Dissemination is one of the most significant aspects of the Internationalization strategy. At the Center, we will carry out four main actions:

- 1.- The dissemination through the website of the activities carried out by both students and teachers
- 2.- The dissemination of the technical content of activities carried out by the teaching staff, paying special attention to the possibilities that teachers have of spreading their experience within their Didactic Department and in the Pedagogical Coordination Commission.
- 3.- The promotion of the program through meetings with previous participants that can guide and encourage future participants.
- 4.- The linking of teachers with other higher education institutions that can promote participation in collaboration projects or good practices.