



**COMENIUS
Contact Seminar for School Partnerships
„Traces, Treasures and Traditions“**

**Organised by the Education Authority of Lower Saxony, Germany
17 – 20 October 2012**

Practical Information

Aim: Promoting new COMENIUS School partnerships through partner finding. The focus will be on primary and secondary schools with pupils up to the age of 12. Schools should be willing to set up a project, ideally with historical, cultural, geographical or literary topics with regional aspects. On this basis it is then up to the partner schools to develop “their” project.

Target group: Headmasters and teachers of primary and general secondary schools (age of pupils: 6-12 years). The participants need to be willing to run a *COMENIUS school* project at their school and need to look for partners. Only one person per school can participate in the seminar. Each National Agency is invited to send a representative as well.

Accommodation: Hotel Walhalla
Bierstrasse 24
D-49074 Osnabrueck
www.hotel-walhalla.de
info@hotel-walhalla.de
phone +49 (0)541-3491-0
fax +49 (0)541-3491-144



Seminar venue: Ratsgymnasium Osnabrück

- Registration:** Deadline for the registration forms after successful application:
1 September 2012
- Costs:** The seminar fee for accommodation and meals will be 460 €. Please apply for a COMENIUS preparatory visit grant with your National Agency. This grant covers seminar fee and travel costs. We can only accept participants funded out of COMENIUS preparatory visits. All nominated participants will receive an invoice and are kindly asked to pay the seminar fee before the start of the seminar to the German National Agency (PAD – Pädagogischer Austauschdienst)
- Seminar languages:** English. Participants with good knowledge of German in addition to English are also welcome.
- Preparation:** The participants are kindly requested
- to prepare a short presentation about their school and region (photographs, brochures, posters) for the “European Market Place”,
 - to fill in the registration form and return to “Niedersächsische Landesschulbehörde” as soon as possible (10 July 2012 at the latest),
 - to fill in the travel and personal information form as soon they have their travel dates and return it to “Niedersächsische Landesschulbehörde” (01 October 2012 at the latest),
 - to provide information about their educational system,
 - to arrange a meeting with the head teacher and some colleagues (team Europe) at their school before taking part in the seminar to make sure that they are informed about *COMENIUS*,
 - to make sure to be informed about possibilities and plans for internationalisation at their school: possible activities, age range of pupils involved, working language, E-mail access for pupils, assistance from colleagues etc.,
 - to bring along a small quantity of some typical regional sweets, biscuits or drinks for a “Taste of Europe”.
- Travel arrangements:** Osnabrück is situated in the north-west of Germany. You find Hotel Walhalla in the city centre of Osnabrück, near the historic town hall.

By plane: Osnabrück has got an international airport: Münster-Osnabrück (FMO). Visit the "www.fmo.de" website for details of flights to and from Osnabrück airport. There is a regular bus service from the airport to the centre of Osnabrück, line X-150. Get off the bus at stop "Nicolai-Zentrum", from there it is a five minute walk to Hotel Walhalla. If your plane lands at the airports of Hanover, Cologne, Düsseldorf, Dortmund, Bremen, Hamburg or Amsterdam you can get to Osnabrück by train within about three hours.

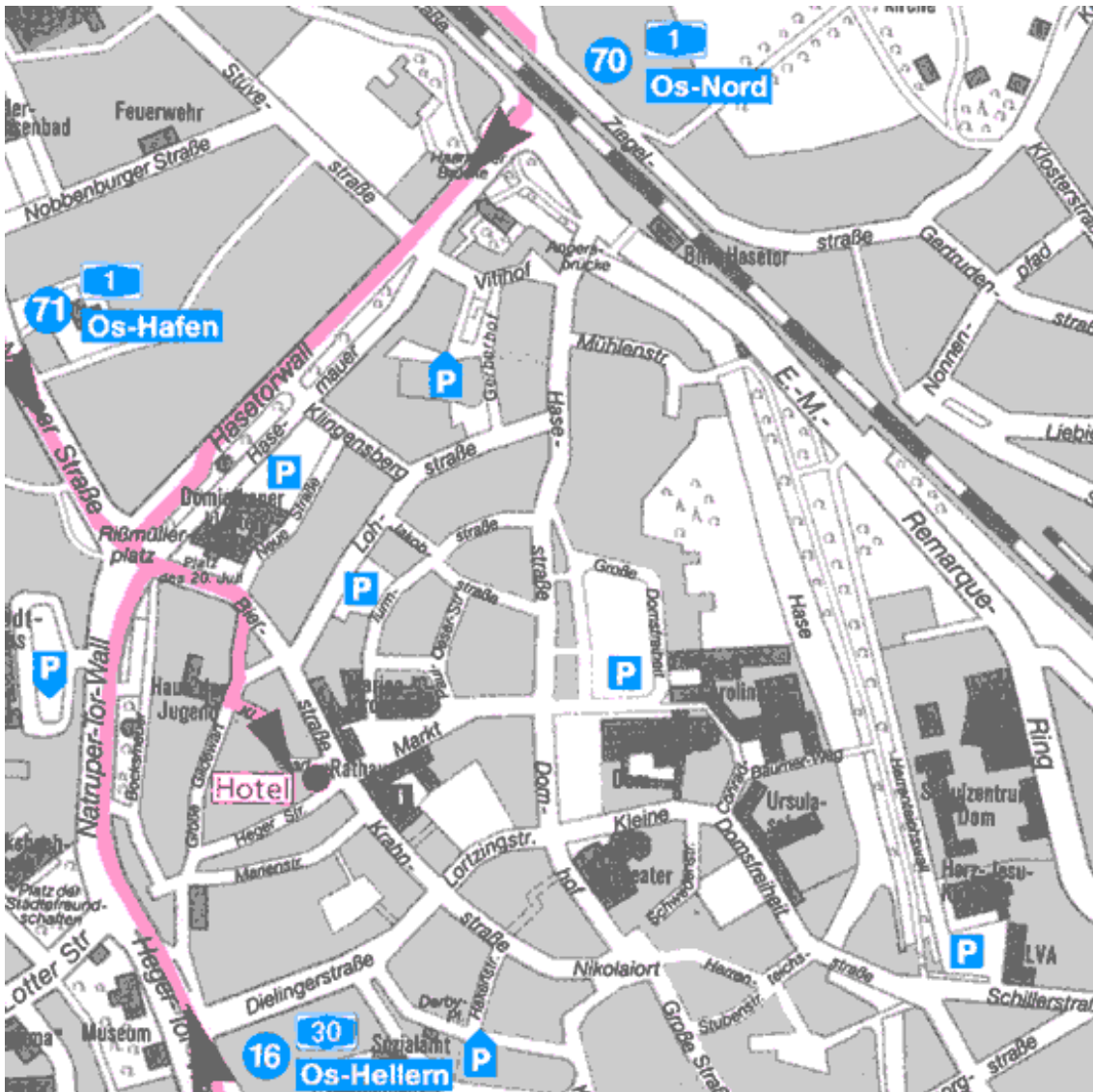
By train: There are railway connections to Osnabrück main station from all directions. At the station, take bus 31, 32, or 33, get off at stop "Nicolai-Zentrum", from there it is a five minute walk to Hotel Walhalla. Please use "www.bahn.de" to help plan your train journey.

By car: There are different motorways to Osnabrück (A 1, A 30, A 33). Get off the motorway at any exit near Osnabrück and follow the traffic signs "Centrum" (centre). Hotel Walhalla is located in the historic city centre.

Organizer / Contact: Niedersächsische Landeschulbehörde Niedersachsen
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↑ When arriving from the central **train station** or when departing for the airport **Münster-Osnabrück**, you will find the bus stop **Nicolai-Zentrum** on the northern side of Hakenstrasse and Derby-Platz.

When arriving from the airport **Münster-Osnabrück** or when departing for the central **train station**, you will find the bus stop **Nicolai-Zentrum** on the southern side of Hakenstrasse.

Continue walking from Derby-Platz via Hakenstrasse and Krahnstrasse to Bierstrasse and **Hotel Walhalla**.