



FINNISH NATIONAL  
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# Youth Exchanges for ALL

Espoo, Finland 18-22 November 2024

## INFO PACK FOR SELECTED PARTICIPANTS

Dear participant,

We are looking forward to welcoming you on the training course “Youth Exchanges for ALL”, coordinated by SALTO Inclusion & Diversity and hosted by the Finnish National Agency.

Thank you for taking some time to read the full info pack: it has information about the onboarding session, about your travel, how to get to the venue, what to prepare and many practical information.

### 1. About the training course (a quick reminder)

This training is especially designed for NEWCOMERS to Erasmus+ Youth who are directly working with young people from disadvantaged backgrounds.

In only 3 working days, we will show you the possibilities Erasmus+ Youth Exchanges have to offer for young people from disadvantaged backgrounds e.g. those from minority backgrounds, with additional needs, with socio-economic difficulties, discriminated groups, those in difficult situations, with limited opportunities...

This course will give you a concrete taste of **what is possible**, bring you in contact with **other inclusion youth organisations**, show you what **funding** is available specifically for youth inclusion projects and walk you **step-by-step** through the process in case you would like to give it a try.

The ‘Youth Exchanges for ALL’ is not based on a ‘one-way information-flow’ it requires pro-active participation from you. We hope that this information will help you to prepare for an adventurous, challenging and inspiring course!

This training course will be in ‘international’ English. No need to be perfect, but be open to communicate as good and as a bad as you can. We welcome funny language mistakes ;-)

- You can find the draft programme of the training at [www.salto-youth.net/youthexchangesforall/](http://www.salto-youth.net/youthexchangesforall/)

During this training course, you might find new partners, **but** as this is not the focus of the course, it will largely depend on your initiative during the breaks, mealtimes and free time.

## 2. Venue and meals

We will work and sleep in **Hotel Korpilampi**

Address: Korpilammentie 5, 02970 Espoo

Tel. + 358 9 613 8411

Webpage: [www.korpilampi.fi/en/](http://www.korpilampi.fi/en/)

You will be staying in **single rooms**. The check-in starts at 15:00 and the check-out is by noon. If you arrive earlier or depart later, you can always leave your luggage in the luggage room.

There will be breakfast, lunch and dinner served daily. On the arrival day, we only serve dinner starting at 19h and on the departure day only breakfast will be served. If you have declared a **special diet or allergies** in the confirmation form, we will organise food that suits your diet.

## 3. Arrange your travel

Check with your sending Erasmus+/Solidarity Corps National Agency or regional SALTO about the rules which apply to the reimbursement of your **local** and **international** travel costs. Keep all the documents that prove your travel costs to be able to justify them when claiming your travel reimbursement.

### IMPORTANT WHEN BOOKING YOUR TRAVEL

- **Arrival:** We start the course with a **welcome session at 18h on Monday 18 November 2024**, so please book transport that arrives in time! It's nice for the group dynamics if we can all start together, so nobody is left out. (see also 'How to get to the venue')
- **Departure:** On Friday 22 November 2024, you can depart anytime.

The training programme is intense and there will be **one free evening only**. If you want to visit the country, you should check with your sending National Agency or SALTO about the rules they apply in case you plan to come earlier or leave the hosting country later. Bear in mind that the costs and organisation of extra nights outside the official dates of the programme are your responsibility.

### Submit ASAP your arrival/departure and any needs

Let us know your travel details AS SOON AS YOU KNOW THEM (preferably by 1 November) by filling in the 'confirmation form' at <http://onlineform.salto-youth.net/2121>

You can access it with the same login & password you used for your course application. In this form, you can also specify any food or other needs that we should cater for.

If you have **reduced mobility**, please mention this in the confirmation form, so we will organise an airport transfer for you.

Please fill in this confirmation form ASAP so we can start preparing the practicalities.



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## 4. Visa invitation letter

If you need a visa to travel to Finland and for the application process need an invitation letter from us, please send your full passport details to: [youthevents@oph.fi](mailto:youthevents@oph.fi) so we can prepare an official invitation letter.

## 5. Join the online intro session on 6 November, 10h-12h CET

We invite you to participate in an **online intro meeting (in Zoom)** to get to know each other and give you already some basic information and preparation tasks. That way, we can make most of the 3 days we have together.

This Zoom session will take place on **Wednesday 6 November 2024, from 10h to 12h CET** (Brussels time, NOT Finland time). You can calculate your time zone at <https://www.timeanddate.com/worldclock/converter.html?iso=20241106T090000&p1=48> (and feel free to eat your lunch during the meeting ;-)

**Use this link to access the Zoom meeting (download Zoom or open the link in a browser)**

<https://us02web.zoom.us/j/81142416321?pwd=VjF2ZHY4YzBCeWZpQ2tkWmNQR1BPdz09>

Meeting ID: 811 4241 6321 - Passcode: hello (in case the application asks you)

>> If you really cannot join the online meeting, please let the trainers know ([mara.arvai@yopa.hu](mailto:mara.arvai@yopa.hu) & [vildaycom@gmail.com](mailto:vildaycom@gmail.com)) but please do try ;-)

## 6. How to get to the venue

FROM HELSINKI CENTRAL RAILWAY STATION OR HELSINKI-VANTAA AIRPORT TO THE HOTEL – **by pre-arranged bus transportation on Monday 18<sup>th</sup> November** – Look out for the **SALTO I&D** sign:

- The bus will leave from the **city centre in Helsinki at 16:00**. The pick-up place is the Tourist Bus Stop at Mikonkatu street. It is situated on the other side of the square from the Helsinki Central Railway Station. Please see the [Google maps link for Mikonkatu Tourist Bus](#).
- Next, the same bus will pick up participants from Helsinki-Vantaa Airport **Terminal 2 Bus Station** at 16:30. Please follow the signs inside the airport building to the bus stop. [Map to the charter bus terminals at Helsinki Airport](#).

### By public transportation (self-organised)

If you wish to use public transportation, these are the connections:

- **Train and buses 345 and 236 from Helsinki-Vantaa airport**, [directions here](#).
- **Buses 345 and 236 from Helsinki railway station**, [directions here](#).
- **Bus 236 from Leppävaara train station**, [directions here](#).



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Please check the schedules and information about public transportation in Helsinki area from these webpages: <https://www.hsl.fi/en>. Please notice that the **tickets must be bought before entering the train/bus/metro**. The tickets can be bought from a blue machine at the airport and at most stations, from R-Kioski or using the HSL mobile application.

## 7. What to bring & practicalities

### About your organisation

During the training course, everyone will get the opportunity to present their own organisation in a visual way, through an interactive activity. Please be aware that there will be no time within the organised programme of the training course to present your organisation in front of the whole group, or to show videos. Do, however, **bring relevant materials about your (youth) organisation and its activities**, this can be posters, flyers/leaflets, photos, etc. that can stay in the working room in 'exhibition style'.

### Cultural Coffee breaks

We invite you to bring some **typical sweet or savoury snack** from your country/region to share with others during one of the coffee breaks during the course. Be mindful of people who might have allergies or are vegan.

It would be good if it is something that does **not require preparation or cooling**. We won't have the possibility to heat, cook or cool your snacks.

### Bring a blind fold

We have an exciting activity for you for which we need blind folds, so please bring a scarf, eye mask or other piece of cloth that you can use to cover your eyes.

### Practical items & clothing

There are **no shops** around the hotel area, so please make sure to bring with you all that you may need during your stay, such as snacks, cigarettes, sanitary pads, etc.

There is a sauna / small spa at the venue so if you wish to experience those pack your **swimming suit** with you.

November weather in Helsinki is mostly cloudy and rainy. Bring your **warmest jacket, hat, gloves/mittens, scarf, pullover, warm/thick socks and winter shoes**. You can check the weather forecast from these pages: <https://www.foreca.com/100660158/Espoo-Finland>.

### Currency

Official currency in Finland is **Euro (€)**. 1 and 2 cent coins, while valid in other euro zone countries, are not used in Finland. ATMs (OTTO) work with the most common credit cards and this is easy way to get Euros for your use. There are two separate slots. The blue one is for chip cards, whereas the yellow one is for non-chip cards that only have a magnetic stripe.

Please note that in many shops, restaurants etc they do not necessarily accept cash as a method of payment, so it is very important that you have a **credit/debit card** with you.



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## Electricity

Standard voltage in Finland is 220-240, with a two-pin Europlug socket. Bring **adapters or chargers** if necessary.

## Accessibility and sustainability

Our activities are accessible to people with **different abilities**. If you need a support person, accessible room and transport or other kind of support, we will provide it for you. Please tell us about your individual needs beforehand in the confirmation form (or via email) so we can support you in your participation.

We provide **plant-based meals and/or use locally grown and produced food** as much as possible. We also respect the diets and food allergies of all participants. We avoid giveaways or useless printed materials to respect our environment. We encourage everyone taking part to travel and act as green as possible during the event.

We will provide you with a name tag, but if you have a **lanyard** (a key chain to wear around your neck), please bring your own. You can also **bring your own water bottle**. Tap water is safe to drink in Finland.

## Safety

In this training, we follow the principles of a **safer space**. We strive to ensure that everyone is met as their own self and that no one has to fear discrimination or harassment. We want you to respect the same principle.

We are closely monitoring the situation with the **Russian attack to Ukraine** and take in consideration all measures for the safety for participants. For more info: <https://valtioneuvosto.fi/en/ukraine>.

## 8. Your team

- **Mara Arvai** ([mara.arvai@yopa.hu](mailto:mara.arvai@yopa.hu)), trainer  
Mara has been working as a youth worker, trainer, and expert assessor in the field of youth within Erasmus+ programme and European Solidarity Corps for more than 20 years. She is a member of the Council of Europe trainers' pool and the Youthpass Advisory Group of the European Commission. Mara has a broad experience in implementing youth exchanges with special focus on inclusion and diversity. She is passionate about human rights, intercultural learning and empowerment and active participation of young people with fewer opportunities. Her mission is to give any kind of support for young people till the moment they do not need her anymore.
  - You can contact her for info about the training programme.
- **Vitalii Volodchenko** ([vildaycom@gmail.com](mailto:vildaycom@gmail.com)), trainer  
Vitalii has been working as a youth worker, project coordinator and trainer in the field of youth within the Erasmus+ programme and the European Solidarity Corps for more than 10 years. He is an expert in non-formal education, with a specialised focus on inclusion, competence development, wellbeing and outdoor



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& sports activities. Vitalii is a board member of the International Youth Work Trainers Guild and several pools of trainers. He truly believes in the potential of young people and coaches them on how to bring their youth exchange ideas into reality.

➤ You can contact him for info about the training programme.

- **Tony Geudens** ([tony@salto-youth.net](mailto:tony@salto-youth.net)), SALTO Inclusion & Diversity

Tony has been working for SALTO ID for more than 20 years. He has been coordinating training course for different inclusion target groups and has written some of the SALTO inclusion publications.

➤ You can contact him for all participant and course questions.

- **Laura Lehto** ([laura.lehto@oph.fi](mailto:laura.lehto@oph.fi) - tel: +358 50 468 2568), Finnish NA for Erasmus+

Laura works as youth exchange officer in the Finnish National Agency. She has been working in the youth field for almost 20 years in various positions, with a particular focus on inclusion and youth participation.

➤ She is the contact person during the training for all practicalities and info on youth exchanges.

➤ If you have any questions about practicalities before the training, please contact [youthevents@oph.fi](mailto:youthevents@oph.fi)

**Looking forward to  
seeing you in Finland!**



Photo: Enni Lydman

*This course has been made possible through the support of the European Commission, the National Agencies of Erasmus+/Solidarity Corps and in particular SALTO Inclusion & Diversity and the Finnish National Agency.*

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