

## PRACTICAL ARRANGEMENTS for a job shadowing week in Rovinj

### PART I – GENERAL INFORMATION

**Arrival date:**

**Departure date:**

#### 1.1 Introduction to the mobility week

For more decades European Union gives the opportunity to students and teachers to go abroad and widen their horizons by participating in some kind of professional development. Even though the standard in-training courses are very popular because it's easier to find a course provider, job shadowing offers the participants completely different experience. All these activities are an excellent way to expand your network at the European level, get some insights on work and training practices of your colleagues and explore different school systems of countries you visit. Furthermore, it's a very effective way of learning and acquiring new competencies as well as skills and exchange good practice which give you an added value to your career.



Having very rich experience in providing Comenius and Erasmus+ projects in our school and after having the possibilities to get new skills and competencies during our staying abroad, we decided to show this to our colleagues from other European schools by providing a job shadowing stay in our school. We are very proud that you have chosen our school as a partner and we hope that we will be able to fulfill your needs in professional and private aspects too.

#### 1.2 Job shadowing provider

With a total of 650 pupils, Juraj Dobrila Primary School is the fourth largest school in Istria. Teaching is organized for pupils aged 7-15 from the first to the eighth grade in the main building in Rovinj and two side schools in Bale and Rovinjsko Selo. There is 60 teachers working in school. Several years ago great changes were introduced in the field of teaching pupils and the modernization of the teaching process. Taking into account the needs of child development as a whole personality, as prescribed by national educational documents, the school offers pupils the opportunity to take part in various extracurricular activities depending on their affinities in order to fully develop the child's potential. Many of these extracurricular activities arose from the Erasmus+ projects four years ago and their aim was to bring motivated learners together, according to their interests. Majority of them are nicely accepted by pupils like *Home economics* which teaches pupils the practical life skills, *Young scientists* encourage interest in science, *Photo Group* develops aesthetics and creative

imagination through photography, *Small polyglots group* raises awareness of the importance of language learning. Learning is often conducted by the flipped classroom method and we collaborate with other schools through eTwinning too.



Since 2014 the school has participated in several Erasmus+ projects with the goal of raising pupils' and teachers' competencies in the field of using foreign languages and ICT, outdoor learning, designing materials and working with gifted students and the ones with learning difficulties etc. Thanks to all acquired competences, ICT infrastructure and the design of various content through students mobility, free and

extracurricular activities, pupils were given the opportunity to acquire knowledge in a different way with the goal of achieving better learning outcomes. Since the school management and teachers are very conscious of benefits which Erasmus+ projects bring to their pupils, this year we applied and got grant for a new KA1 project and we coordinate a KA2 project with the aim of giving our pupils the possibility to travel abroad and to learn about culture and tradition, similarities and differences of other EU countries in a quite different way.

Since the beginning of Erasmus+ we have conducted the following projects:

**TEAM UP! - Teaching Experience Activates Motivation and Unites People / Pupils / Parents (KA1: 2014-2016)** with the aim to improve the use of modern technology, language competencies, to introduce new methodology into educational process, to motivate teachers for their everyday work and to share experiences with the colleagues from European schools.

**I.M.A.G.I.N.E - Imagination and Motivation Through Art and Game in nteraction with Your Nearby Environment (KA2 2014-2017)** was a partnership of ten schools from seven European countries (France, Italy, Portugal, Spain, Lithuania, Finland and Croatia) with the main aim to learn about own environment using modern technology, learning about other cultures and better uderstanding of different cultures.

**Two sides of Gauss (KA1 2016-2018)** was a project with the main focus of recognizing the pupils from both sides of Gauss curve with the aim to gain the teachers' competencies to improve the

lessons and activities and to apply an individualized approach to get more innovative and attractive programmes for pupils.

**Language Explorers + (KA2 2017-2018)** was a bilateral partnership with a school from Austria with the aim to improve language skills and competences and to learn about science in an innovative way doing experiments, observing and writing scientist's diaries

**DARE and SHARE! (KA1 2018-2020)** is the latest approved project with the aim of integrating new skills and knowledge gained so far into a new curriculum and teaching alternative learning methods to all students with the aim of raising their key competencies.

**C.H.A.N.G.E – Cultural Heritage Activities and Nutrition in Global Environment (KA2 2018-2020)** is a new school partnership with schools from Greece, Spain, Portugal and Finland with the aim of teaching kids the importance of preserving the intangible cultural heritage and get to know better the cultural richness of project countries involved.

In order to have a constant professional development, lots of teachers are taking part in projects and they collaborate with other European teachers on eTwinning. More information about school and its activities can be found at <http://os-jdobrile-rovinj.skole.hr/>

### 1.3 Job shadowing programme

To all the participants the initial questionnaires were sent in order to find out participants' preferences, their background and the professional field they would like to improve. Based on the questionnaire, the individual programmes will be made and sent before arrival and discussed the first day in our school. The programme can be changed depending of certain circumstances in order to meet the needs and wishes of the participants.

School lessons start at 8:00 am (Monday – Friday), so we plan most of school activities in the morning hours. Primary teachers will have lessons even in the afternoon since pupils aged 7-11 attend schools in two shifts. An initial appointment with the school management will be done the first day in school in order to present the hosting school, Croatian school system etc.

Each participant will be given a teacher in the hosting school who will be responsible for him during his stay in Rovinj and they will be in touch before arrival in order to arrange all the details regarding the mobility week. The participants will also have the opportunity to present themselves, their schools and countries they come from. They will have the possibility to teach students different topics and to have lessons together with the class teacher. This details will be discussed before arrival.

In the afternoons participants will be free for their personal arrangements, cultural visits, meeting with teachers from the hosting school etc.

## 1.4 Validation and certification

After completing the formal assessment questionnaire, the participant will be given the Certificate of attendance and all documents needed for the National agency in order to get the full grant. If a participant needs a Europass mobility tool, it should be sent to the hosting institution two weeks before arrival in order to fill it, stamp it and give it to the participants before departure.

## PART II - PRACTICAL INFORMATION

### 2.1 Venue: Rovinj

Rovinj is a small town situated on the western coast of Istria, the largest peninsula in Croatia, on the northern coast of the Adriatic Sea. It is a bilingual town where Croatian and Italian are spoken equally. With a population of about 15000 inhabitants, it attracts a lot of tourists and visitors who come to enjoy beautiful seaside, old houses and streets, romantic atmosphere and sunsets as well as to taste delicious food.



Life in Rovinj has always been inextricably linked with the sea. The centuries-old fishing tradition has been preserved until today. *Batana*, the symbol of harmony between the citizens living in the old town and the coastal Adriatic landscape, is a symbol of our town. It is a wooden flatboat of 4-6 meters in length and the commonest type of vessel in Rovinj. There are no two identical batanas because they were built with available local materials in the ground floors of the houses and it was the length of the room to determine the size of the boat. In the port of Rovinj you can still see about thirty *batanas* on which fishermen occasionally clean their fishing nets or prepare their equipment.

This boat is regarded as a tangible embodiment of the customs, traditions, language, habits, mentality and spiritual atmosphere of Rovinj and its citizens and the construction technique of traditional *batana* is safeguarded as intangible cultural heritage and is part of the cultural heritage of Croatia. Discover the tradition, listen to the *bitinade* – original way of singing, learn about everyday fishermen life *sin spacio* in a **Batana Ecomuseum** – unique museum on the Adriatic and the Mediterranean dedicated to the tradition of Rovinj listed in the UNESCO Register of Good Safeguarding Practices for the preservation of the intangible cultural heritage of the world. In the port of Rovinj you can still see about thirty batanas on which fishermen occasionally clean their fishing nets or prepare their equipment.

The busiest area is the very centre of Rovinj, extending from the main bus station towards the old part of town, where most bars and clubs are located. The town's main central thoroughfare is the fully pedestrian Carrera Street, with many independent shops and art galleries. The market is located at the edge of the historic part of town, near Valdibora Square. From Valdibora Port, take a walk through narrow streets up to the **Church of St. Euphemia**, a baroque church located in the heart of the historic part of Rovinj which dominates the old town and find out about the legend of the patron of our town.

If you have time, we recommend you to have a walk or rent a bike in one of the rent-a-bike-shop and explore the **Forest park Punta Corrente (Golden Cape)** which is one of the most important natural attractions of Rovinj. In 1890 the Trieste entrepreneur Georg Hütterott bought plots in the bays Lone, and on Montauro and Punta Corrente capes, starting the slow transformation of that part of the landscape into a beautiful forest park. Golden Cape is a place of luxury hotels and an ideal place for various sporting activities such as running, cycling, gymnastics. The old quarry has been transformed into a paradise for lovers of free climbing. The whole area is closed to traffic from motor vehicles. The uniqueness of Punta Corrente has been recognized in 1961 and declared a nature park.

And finally...make your memories longer alive by buying a unique and original Rovinj souvenir - *Profumo di Rovigno*, a perfume dedicated to the town which can be bought in Carrera street. Kids will enjoy a handmade model of *Rovinj batana* from the Batana Ecomuseum, and for your friends, take *Rovinjski pelinkovac*, bitter taste traditional herbal liquor served as aperitive which can be found in Darna factory shop near the bus station. More information can be found on <https://www.rovinj-tourism.com/en>



## 2.2 Accommodation and meals

During the job shadowing week, you will have to arrange accommodation on your own. There are numerous hotels, private rooms and apartments in Rovinj area. We recommend to visit some of the popular websites to find suitable accommodation like booking.com or airbnb.com.

Meals can be provided at the school canteen. There is a possibility to have breakfast at 9:30 and 10:20 and lunch is served at 12:30 and 14:00.

Besides school canteen, there is a small kiosk outside the school where you can have a sandwich, toast etc. And, of course, there are lots of restaurants in the city center. Those restaurants can not be reached during the break because of the distance, so we highly recommend you to have a meal at school at reasonable price, and then have dinner in one of the local restaurants where you can taste some local and traditional food. Depending of your preferences, we can give you advice of where to go upon your arrival.

## 2.3 Travel directions with public means of transportation

Since Rovinj doesn't have an airport or train station, you will probably take an airplane from your country and fly to the nearest airport in Italy or Croatia and then arrive to Rovinj by bus. The main bus station in Rovinj is situated in the city center. The options are flying to:

- Friuli Venezia Giulia Airport (Trieste, Italy); 144 km <https://triestearport.it/en/>
- Marco Polo Airport (Venice, Italy); 255 km <https://www.veniceairport.it/en/>
- Treviso Airport (Italy); 252 km <https://www.trevisoairport.it/en/>
- Franjo Tuđman Airport (Zagreb, Croatia); 257 km <http://www.zagreb-airport.hr/en>
- Pula Airport (Pula, Croatia); 40 km <https://airport-pula.hr/en/>

Besides travelling by bus from your arrival destinations, we strongly recommend you to rent a car as the fastest and most comfortable way to arrive to Rovinj. It is also good to have a car during your stay in Rovinj, so you can visit other places in Istria in free time. If you book it in advance, the prices are much lower and you can pick up the car at the airport. The toll for getting to Rovinj is approximately 3 EUR from Trieste Airport and from Venice airport about 11 EUR.

Once you come in Rovinj, one of the options to reach your accommodation is to get a Cammeo taxi which is not very expensive, especially if you share the cost. You need to download the application on <https://cammeo.hr/en> and order a drive. The start price is about 0,80 cent and it can cost you about 5-7 EUR to reach the accommodation outside the city center.

### **FROM FRIULI VENEZIA GIULIA (TRIESTE) AIRPORT TO ROVINJ:**

#### **By train**

Trieste Airport is connected with the city of Trieste by train and by bus. The best way to travel from Trieste Airport is by train as there are more lines than by bus. When you arrive to Trieste railway station, you can take a bus to Rovinj from the nearby bus station. Find more information on <https://triestearport.it/en/>

**By bus**

The other way to reach Rovinj from Trieste Airport is by bus. You can take a direct one from the airport, but there is just one or two buses a day that drive to Pula, which is 30 km distant from Rovinj.

If you don't take a direct one to Pula, you can take a public bus in front of the airport to the Trieste bus station and from there, take a bus to Rovinj or Pula. You can find more information on <https://tinyurl.com/ycwbl492> or <https://tinyurl.com/ybkzrqxl>. The journey lasts about three hours and the ticket cost varies from 13-25 EUR depending on departure hours, transport company, duration of the trip etc.

If you make a connection to Pula, you can take a local bus from the main bus station to Rovinj. You can find timetable on <https://www.putovnica.net/en/transport/bus-pula-rovinj-timetable-prices>. The journey lasts about 30 minutes and the ticket is about 5 EUR. Since there are few night buses to Rovinj, we can arrange that some of our colleagues to come and pick you up at the bus station in Pula.

**FROM TREVISO/VENEZIA AIRPORT TO ROVINJ:****By train**

So far, majority of flights have been made from/to Venice airport. From the Airport, you have a shuttle bus in front of the main building that will take you to the Santa Lucia or Mestre train station. From the railway station, we recommend you to take a train to Trieste Central station and then take the bus to Rovinj or Pula. More information can be found on <https://www.veniceairport.it/en/transport/train.html>

**By bus**

There is even a direct bus from Venezia Airport to Rovinj or Pula (which is half an hour distance) You can find the information about its time-table on [https://getbybus.com/en/bus-routes/venice-airport-5868/rovinj-1138/2019-02-09#](https://getbybus.com/en/bus-routes/venice-airport-5868/rovinj-1138/2019-02-09#/)/ or <https://www.flixbus.hr> › Autobusne linije.

**FROM PULA AIRPORT TO ROVINJ:**

Pula is the nearest airport, just 40 km from Rovinj. You can check the flights on the following link: <https://airport-pula.hr/>

From the airport you can take a shuttle bus to the main bus station (check the prices and timetable on <https://airport-pula.hr/en/passenger-info/shuttle-bus/>). There are a lot of bus lines from Pula to Rovinj bus station which is situated in the city center. The ride takes about 30 minutes and the price is cca 5 EUR. There are no buses after 22 o'clock (except in summer). For more details check <https://www.putovnica.net/en/transport/bus-pula-rovinj-timetable-prices>

## FROM ZAGREB AIRPORT TO ROVINJ:

There are a lot of flights during spring and summer months from Zagreb airport. You have a shuttle bus from the airport which is very often as you can see on <http://www.zagreb-airport.hr/en/passengers/to-from-the-airport/by-airport-shuttle/89> Once you arrive to the main bus station, you can take a bus to Rovinj which will cost you about 25-35 EUR and a trip will last about three hours. Be aware not to take the bus which goes on the local roads because the trip could last more than 5 hours. Check the timetable on <http://www.akz.hr/en>

### 2.4 Exploring the area

Besides Rovinj, there are lots of places to explore in Istria peninsula. We strongly recommend you to visit some of them.



**Pula** is the biggest city in Istria situated in the south of the peninsula. It is known for its multitude of ancient Roman buildings, the most famous of which is the Pula Arena, constructed between 27 BC-68 AD. It is the only Roman amphitheatre in the world with a complete circle wall and one of the best preserved. The city has a long tradition of wine making, fishing, shipbuilding, and tourism. It was the administrative centre of Istria from ancient Roman times until superseded by Pazin in 1991. <http://www.pulainfo.hr/>



**Poreč** is a town on the western coast of Istria. Its major landmark is the 6th-century Euphrasian Basilica, which was designated a UNESCO World Heritage Site in 1997. The town is almost 2,000 years old, and is set around a harbour protected from the sea by the small island of Sveti Nikola/San Nicola (Saint Nicholas). With numerous hotels, nice beaches, shops and restaurants, it is one of the most popular touristic destination in Istria <https://www.myporec.com/en>



**Motovun** is a medieval town in Central istria that grew up on the site of an ancient city called Castellieri. It is situated on a hill 270 metres (886 feet) above sea level with houses scattered all over the hill and it is the most famous and attractive Istrian medieval town. This captivating hilltop town is one of the characteristic symbols of the Istrian interior. Nearby Motovun Forest is especially rich in truffles, the underground malodorous fungus believed to be an aphrodisiac. The village is surrounded by vineyards from which the finest Istrian wines, white wine Malvasia and red wine Teran, are produced. <http://www.tz-motovun.hr/en>



**Hum** is known as the smallest town in the world, which is the reason it is one of the most attractive Istrian trip destinations. Hum is located near Roč, deep in the hinterland of the Istrian peninsula. These two towns are connected with the Glagolitic Alley commemorating the importance of Glagolitic literature. Apart from being famous as the smallest town in the world, it has also been recently promoted as the Town of biska. Biska is mistletoe brandy whose original recipe comes from Hum.

<https://www.tz-buzet.hr/en/culture/excursion-areas/hum>



**Brijuni National Park** – are a group of fourteen small islands in the Croatian part of the northern Adriatic Sea, about 20 km south of Rovinj. Famous for their scenic beauty, the islands are a holiday resort and a Croatian national park. The 4-hours sightseeing tour of the island of Veliki Brijun is organized every day and a ride by tourist train includes visit to the remains of the Roman villa rustica from the I century B.C. in the bay of Verige, and the safari park which breeds zebraa, Somali sheeпа, zebu (the holy east Indian humped ox), dromedary, llama and elephant. Definitely worth visiting while staying in Rovinj.

<http://www.np-brijuni.hr/en/excursions>



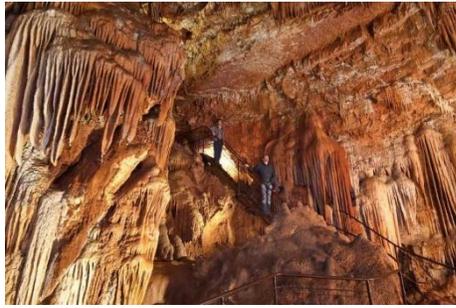
**The Lim bay and valley** is a peculiar geographic feature found near Rovinj and Vrsar on the western coast of Istria. It is a sunken karst valley, almost 13 km long and it's gradually getting more narrow from the entrance on. The total length of the Lim Bay and its land extension, the cove, is 35 km. Since 1964, it has been a legally protected geomorphologic and hydrogeological site as important landscape.

<https://www.inforovinj.com/eng/rovinj/znamenje/lim.asp>



**Pazin** is the administrative seat of Istrian County situated in the heart of Istria, about 30 km from all the tourist attractions situated in the coastline. It is known for medieval Pazin Castle and for the The Pazin cave (Pazinska jama/Foiba) located under the castle which inspired Jules Verne for his novel Mathias Sandorf. **Pazin cave** offers a lot of activities and adrenaline attractions for visitors and one of the most popular is Zip line – an adrenaline attraction of flying above the Pazin Cave you will remember forever.

[www.central-istria.com/en/odredista-destinations/pazin](http://www.central-istria.com/en/odredista-destinations/pazin)  
[www.central-istria.com/hr/aktivnosti-activities/zipline](http://www.central-istria.com/hr/aktivnosti-activities/zipline)



**Baredine Cave** is a geomorphologic monument of nature and the first speleologic locality in Istria opened for visits since 1995. It is situated in western part of Istria, 6 km north-east from Poreč. The sightseeing of the cave lasts 40 minutes, visitors descend along a 300m long pathway up to 60m below the ground and an underground lake and visit 5 beautifully decorated chambers. An added value of the cave is the cave olm (*Proteus anguinus Laurenti*), endemic animal in this dinaric karst region that can be found only in this karst area.

<https://www.baredine.com/?lang=en>



**Sopot waterfall** is the highest Istrian waterfall, located in central Istria. You can arrive by car to the village Floricici and the waterfall is just 5 minutes away by walk. The water falls 30 meters in small green lake and you can enjoy the beauty of water from the top where is a small old stone bridge, or you can go down to the lake by a little dangerous trail. The best time to visit Sopot is in winter, spring or autumn because of water quantity.

[www.istriago.net/en/waterfall-sopot-discover-istrian-pandora/](http://www.istriago.net/en/waterfall-sopot-discover-istrian-pandora/)

## 2.5 Currency

Even though Croatia is now part of the European Union, and is committed in time to joining the single currency, at present the currency remains the Kuna (not the Euro!), which is divided into 100 lipas. When listed as a price, Kuna is abbreviated to Kn.

The current exchange rate between the Kuna and Euro is approximately 1 EUR = 7,5 Kn, but it can vary a little bit from month to month. Daily exchange rate can be found in the National Bank official site on <https://www.hnb.hr/en/core-functions/monetary-policy/exchange-rate-list/exchange-rate-list>

Have in mind that it is not possible to pay with Euro in restaurants, shops or bars so we advise you to have cash with you or to pay with debit/credit cards.



You may well find that prices in some accommodation places, restaurants and elsewhere quoted in Euros. This is purely because so many visitors to Croatia are from Euro-using countries, and some business owners display Euro prices to make it easier for them. Foreign currencies can be exchanged in banks, exchange offices, post offices and in most tourist agencies, hotels and camps.

## 2.6 To bring:

- ID card or passport
- Health insurance card and travel insurance
- Europass Mobility document (if necessary for your project)
- Presentation about your school and country
- Typical sweets for pupils for an international exchange

## 2.7 Contacts

<b>Headmaster</b> Marin Mihovilović +385 91 547 5139 <a href="mailto:marin.mihovilovic@skole.hr">marin.mihovilovic@skole.hr</a>	<b>Project Coordinator</b> Samanta Matejčić Čotar +385 91 590 0428 <a href="mailto:smcotar@gmail.com">smcotar@gmail.com</a>
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All the team in our school will be available for you 24/7 during your stay in Rovinj.

### Emergency numbers:

European emergency number: 112  
 Police Department: 192  
 Fire Department: 193  
 Medical Emergencies: 194

## 2.7. Vocabulary

English	Italian	Spanish	Croatian
yes / no	sì/no	sí/no	da / ne
Thank you	Grazie	Gracias	Hvala
You are welcome	prego	de nada	molim; nema na čemu
left / right	sinistra/destra	izquierda/derecha	lijevo/desno
straight	dritto	directamente	ravno
street	via/strada	calle	ulica
excuse me	mi scusi	perdóneme	oprostite
ticket	biglietto	billete	karta
Where is...?	Dov'è....?	Dónde está...?	Gdje je...?
I don't understand.	Non capisco.	No entiendo.	Ne razumijem.
I don't speak Croatian.	Non parlo croato.	No hablo croata.	Ne govorim hrvatski.
Good morning!	Buon giorno!	Buenos días!	Dobro jutro!
Good afternoon!	Buon pomeriggio!	Buenos días!	Dobar dan!
Good evening!	Buona sera!	Buenas tardes!	Dobra večer!
Good night!	Buona notte!	Buenas noches!	Laku noć!
Good bye!	Arrivederci!	Hasta luego!	Doviđenja!