

## Practical information & measures for inclusion

### PARTICIPATION

Participants are expected to be part of the full duration of the training. All boarding and lodging is foreseen from Tuesday 2 July dinner time, till after breakfast on Saturday 6 July.

### TRAVELING

Travel costs are covered by your NA. We're happy to inform you about accessible train and tram stations and connections in Luxembourg. In Luxembourg all public transport is for free.

If necessary, we can arrange and cover adapted transportation from the airport or train station to the venue. More detailed information about the travel guidelines will be provided to the selected participants closer to the activity.

### ACCOMMODATION

We will stay at the conference hotel Novotel. Novotel has accessible toilets and we can arrange an accessible room (e.g. taking into account mobility and visual impairments). If you have a personal assistant, we can book and cover the costs of an extra room.

The venue offers a buffet for breakfast. For lunch and dinner, we order vegetarian food by default. The venue and places we are visiting are able to adapt the menu to other dietary needs or preferences.

### LANGUAGE, COMMUNICATION AND LEARNING

The main working language during the training will be (International) English. We're happy to support you with your communication needs (e.g. sign language, live transcription or other).

The resources and documentation we're using will be made available in easy-to-read formats.

### SAFER SPACE

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

The accommodation and training room are in the same building. You will be accommodated in single rooms which can be used throughout the day as quiet/private space to unwind, reflect, and/or pray.

Participants can appeal to a confidential advisor before, during, and after the training.

## OTHER NEEDS

We want to ensure to host an inclusive training and tried to think about all needs related to traveling, accommodation, and language, communication and learning. Probably we lost quite a few out of sight, but we're happy to support you if you would have any other need. Therefore, we've included a question in the application form so you can make us aware of this. Of course, this doesn't have any influence on your application.

## COVID-19

The activity is planned to be hosted residentially. In case the Covid-19 situation worsens and restrictions prevent travel, or the organisation of an activity for 30+ participants, SALTO Inclusion & Diversity reserves the right to cancel the residential activity and organise an alternative version in an online format.

Should there be any measures and safety guidelines issued by the Luxembourg government by the time of the seminar, the organiser and the venue will follow and apply them accordingly.

## CONTACT PERSONS

### *PROGRAMME DESIGN*

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### *LOGISTICS*

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