



## ESC Project: Internaat GANSHOREN

### INFO PACK 2025

Don Bosco Ganshoren is a Boarding School that hosts European volunteers to help and support their daily activities during the school year. The period that you would be joining the project goes from beginning of September until the end of July. This is a place where young people and children aged 6-21 are hosted during a period of time due to familiar environmental issues. This way they are supported by the Salesian Sister of Don Bosco. The boarding school welcomes around 80 young people from all social backgrounds. Your role is a supporting role, where you will become a staff member and share activities; workshops and your everyday life with the children and youth of the boarding school.

Your main tasks include, accompanying the children to school, and picking them up after. Planning after-school activities around environmental education, music, arts, sports. You will also help the children with their homework, so you can also develop your French speaking skills. You will have a supporting role, but you will also have independence to share your knowledge and also help the sisters with any activities.

More specifically, some of the tasks that you will carry out are:

- ☒ Support with conversation and games to children and youth in the boarding school.
- ☒ Assist and be there if there are activities during the year.
- ☒ Support the homework and educational activities.
- ☒ Plan and supervise educational, creative, relaxing activities in and outside the boarding school.
- ☒ Regular meetings with the rest of the team.
- ☒ Attend organisational events and activities from Bosco Base (with previous approval) by the hosting organisation.

Bosco Base will be your coordinating organisation of this project. We are an umbrella organisation of all Don Bosco playgrounds and youth centres. We have appointed one of our staff member to oversee everything with respect of your ESC-Experience in Ganshoren. Furthermore, with your coordinator from Bosco Base you will follow a learning process and coaching style meetings so you can also reflect on the experience.

### Practical Arrangements:

duration, accommodations and compensation. Since this Long Term volunteering project is funded by the European solidarity Corps, approved by the Flemish National Agency, JINT, all the arrangements will be done by the coordinating organization. This means that accommodation, transport and food money will all be covered by a grant.

### Duration of the project.

From the beginning of September 2025 until the end of July 2026 you are welcomed to join the project, this dates are flexible but you should plan your arrival as soon as possible so we can accommodate and plan all logistical arrangements.

### Accommodation.

The accommodation will be provided by the boarding school, you will receive an individual room in the respective corridor (this is separated by male and female corridors). This room will be yours for the period you join the project, and yours only. No one will have access to your room except for you.

Since it is a boarding school there are limited hours that you can go out of the location and come back. During the week, the boarding school will close their doors around 22h, this is done to ensure everybody's safety. During the weekends there are no hour limits. There are certain rules that you must follow during your stay, such as, no smoking in the room or premises of the boarding school. Since you will be joining the boarding school, you will also be a role model to the youth staying in the location that you will be appointed, this means that once a week you will join them for dinner, to bond, and get to know them and guide them in their needs. Transportation: Since you will join us for a year, you will receive two 10 ride tickets to travel anywhere in Belgium. This will be done at the beginning of the exchange and at the mid-point. The coordinator will explain how this works. To move around the neighbourhood, you will have access to a bike, this will be arranged by the mentor in Ganshoren. However, since Brussels is quite a big city, you will also receive a yearly pass where you can use all the transport in the city.

### Food and Pocket Money:

Just like rent and transportation, food and pocket money will be covered by the support organization.

### Food:

You will receive a budget of 91€ per week to spend on food, this means that you will have to manage your breakfast, lunch and dinner. In the location where you will be staying you will have access to a kitchen, all the materials that you need to cook and a space to store your food. This space is share with other youth in the boarding school which means that is a share responsibility to tidy up and maintain a healthy environment for all. As mentioned before, once a week we ask for you to join the living group for dinner, this is a form of bonding with them, so they get to know you and also the other way around! You will

be a mentor figure for them, and therefore a role model for their future! The food that you will enjoy all together is covered by the organization, so you don't have to worry about that!

As in for pocket money, you will receive 6€ per day, this means that every week you will receive 42€. This pocket money is to cover any costs that you want that are outside travelling and food. If you want to buy a book or go to a museum, have a drink with some friends, this money helps you support yourself without having to spend your own. Once again, this money will be managed by you.

#### Insurance.

From the European Solidarity corps, you will be enrolled in an insurance package that is called Henner. However, this is a supplementary insurance, this means that you will have to ask for the European Health Insurance Card, this is free for almost everyone, but let us know if you cannot cover the costs and we will help you. This means that if you go to the doctor, or need health assistance in any way, the costs will be covered by the insurance, or social security of your country. If they cannot cover the costs of this, Henner will jump in and cover it for you. This is a specially important process that you need to pay attention to, since you will need prove of payments, invoices and medical records.

#### How to get to Belgium:

You can easily get to Belgium through different transports. We recommend to use train or bus since it is considered green travel and it is good for the environment!

🚆 By Train: <https://www.belgiantrain.be/en>

🚌 By Bus: <https://www.flixbus.be/>

✈ By Plane:

- o Charleroi International Airport: 1 hour by shuttle bus to Brussel Zuid station.
- o Brussel International Airport Zaventem: 25 minutes by train to Brussel Zuid station.

#### The budget:

Since this is a European Solidarity Corps Project the expenses of your travels are covered by the organisation. You will have a maximum budget of 309€ if you come by plane or 417€ if you come by green travel (train, bus, car, bike). If you exceed you will need to cover yourself to the exception of long distance travelling, but please contact the coordinator once you are ready to book to confirm that all the details are correct. Please note that this includes the ride from your house to Ganshoren, and return.

Normally travel cost are based on the travel distance and the means of travel. For example, if you come by train from Spain, your travel budget will be of 417€. Again, if you exceed this budget, we will not be able to refund you for the extra costs.

#### Reimbursement:

Once again, the project is finance by the ESC Program, thanks to this we can offer you the reimbursement of your travels. However, we need some documents to make this efficiently:

☒ **Fly to Brussels:**

- o Once you have booked your tickets send us a copy of the booking confirmation where we can clearly see the price, your name on the booking and the date of departure and return.
- o Once you do the check in, send us your **BOARDING PASSES**, this means download them and send the document to us by email. It is important that you do not forget to send us your tickets since without this documents we won't be able to refund you.

☒ **Traveling by bus or train:**

- o Once you have booked your tickets send us the booking confirmation or ticket with the price, dates and your name on the document.

You will receive an official document which you have to fill out to get your travel costs reimbursed.

I think that is it, for now! If you have any more questions, please

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