



**MINISTRY OF EDUCATION, UNIVERSITY, AND RESEARCH**  
**"CINQUE GIORNATE" COMPREHENSIVE INSTITUTE**  
VIALE MUGELLO, 5 - 20137 MILAN Tel. 0288448734  
Mechanographical code MIIC8DX00L - tax code 80114030150  
Primary school Viale Mugello, 5 - 1st-grade secondary school Via Cipro, 2 Milan  
e-mail MIIC8DX00L@istruzione.it website www.iccinquegiornate.edu.it

## **EDUCATIONAL CO-RESPONSIBILITY AGREEMENT**

**Approved by resolution of the Institute Council of 10 September 2020**

The "Cinque Giornate" Comprehensive Institute of Milan

**GIVEN** the Legislative Decree of 16 April 1994, n. 297, Consolidated Law of the laws in force on education, relating to schools of all levels;

**GIVEN** the D.P.R. 8 March 1999, n. 275, Regulations of school autonomy;

**GIVEN** the Law 13 July 2015, n. 107, Reform of the national education and training system and delegation for the reorganization of the legislative provisions in force;

**GIVEN** the D.P.R. June 26, 1998, n. 249, Regulations containing the Statute of female students and secondary school students and subsequent amendments;

**GIVEN** the Law of 29 May 2017, n. 71, Provisions for the protection of minors for the prevention and contrast of the phenomenon of cyberbullying and MIUR Guidelines, October 2017, for the prevention and contrast of cyberbullying;

**GIVEN** the Law of 20 August 2019, n. 92, Introduction of the school teaching of civic education;

**GIVEN** the Legislative Decree 9 April 2008, n. 81, Consolidated Law on the protection of health and safety in the workplace;

**GIVEN** the Law of 22 May 2020, n. 35, Conversion into law, with amendments, of the decree-law 25 March 2020, n. 19, containing urgent measures to deal with the epidemiological emergency from COVID-19;

**GIVEN** the Law 6 June 2020, n. 41, Conversion into law with amendments to the decree-law 8 April 2020, n. 22, containing urgent measures on the regular conclusion and orderly start of the school year and on the conduct of state exams;

**GIVEN** the Technical Document on the hypothesis of remodeling the containment measures in the school sector, transmitted by the CTS - Department of Civil Protection on 28 May 2020 and the Minutes no. 90 of the session of the CTS of 22 June 2020;

**GIVEN** the document "Questions from the Ministry of Education relating to the start of the new school year", sent by the CTS - Department of Civil Protection on 7 July 2020;

**GIVEN** the D.M. 26 June 2020, n. 39, Adoption of the Document for planning school, educational, and training activities in all Institutions of the National Education System for the school year 2020/2021 (School Plan 2020/2021);

**GIVEN** the O.M. 23 July 2020, n. 69;

**GIVEN** the D.M. 7 August 2020, n. 89, Adoption of the Guidelines on Integrated Digital Education, referred to in the Decree of the Minister of Education 26 June 2020, no 39;

**GIVEN** the Memorandum of Understanding to ensure the start of the school year in compliance with the safety rules for containing the spread of COVID-19 of 6 August 2020;

**HAVING REGARD** to the Regulations on measures to prevent and contain the spread of the Institute's SARS-CoV-2, the General Regulations of the Institute and any other regulations in force that define the rights and duties of students and their families as well as of school staff;

**CONSIDERING** the Guidelines and Notes on limiting the spread of SARS-CoV-2 in the school environment and the safe start of the school year 2020/2021 issued by the Technical-Scientific Committee and by the various Regional School Offices;

**CONSIDERING** the needs of the 2019-2022 Three-Year Plan of the Educational Offer approved at the meeting of the Institute Council on December 19, 2018 and updated by resolution of the Institute Council no 9/2 of 12 December 2019;

**CONSIDERING** the primary need to ensure prevention and mitigation measures for the risk of transmitting the infection from SARS-CoV-2, taking into account the specific context of the school and the autonomy staff available;

**CONSIDERING** the need to guarantee students' right to learning in compliance with the principle of educational equity and individual special educational needs;

**CONSIDERING** the need to ensure the quality of the training offer in terms of as many hours of face-to-face teaching as possible, in relation to the resources available, in classrooms and spaces adequately adapted to school needs;

**NOTING** that training and education are complex and continuous processes that require cooperation, as well as the student, the school, the family and the entire school community;

**NOTING** that the school is not only the place where learning takes place, but an organized community with human resources, both material and intangible, which require complex management, optimization, conservation, participation and compliance with regulations,

**STIPULATE WITH THE STUDENT / STUDENT FAMILY  
THIS AGREEMENT WITH WHICH**

*The educational institution is committed to:*

1. Provide a qualified cultural and professional training, open to the plurality of ideas, in compliance with the principles of the Constitution, identity and the enhancement of each person's attitudes.
2. To offer an environment conducive to the integral growth of the person, inspired by the principle of fairness towards all users, guaranteeing a quality teaching service in a serene educational climate and favoring the training process of each student and each student in compliance with the different learning styles and times.

3. To offer concrete initiatives for recovery, in order to favor educational success and discourage early school leaving as well as promoting merit and encouraging situations of excellence;
4. Promote the full inclusion of pupils and pupils with disabilities by guaranteeing the right to learning for all people with special educational needs.
5. Promote welcome and integration initiatives for students of foreign origin, also in collaboration with other local entities, protecting their cultural identity and activating personalized educational courses in the individual disciplines.
6. Stimulate reflections and create paths aimed at the well-being and health protection of pupils, including through the activation of moments of listening and contact with support and accompaniment services for young people.
7. Ensure transparency in the formulation and presentation of learning goals and objectives and evaluation methods.
8. Guarantee transparency and timeliness in communications by maintaining a constant relationship with families, respecting privacy.

***The family is committed to:***

1. Establish a positive climate of dialogue and an attitude of mutual collaboration with teachers, in compliance with shared educational and didactic choices and the freedom of teaching.
2. Get to know the school organization, viewing the three-year plan of the school's educational offerings and the Institute's regulations.
3. Actively participate in the life of the Institute by being present in the collegiate bodies.
4. Encourage regular attendance of their children to lessons and other school activities, verifying their regularity.
5. Support the motivation to study and the application to schoolwork of pupils and pupils.
6. Maintain a constant relationship with the Institute, inquiring about academic performance, learning processes and the behavior of pupils and pupils through interviews with teachers and regular viewing of communications published on the website and on the electronic register of the school or sent by e-mail and through the other institutional communication channels of the school.

***Pupils undertake to:***

1. Get to know the school organization, viewing the three-year plan of the school's educational offering and the Institute's regulations.

2. Actively participate in the life of the Institute by establishing a relationship of collaboration with teachers and other school operators, with classmates and classmates.
3. Regularly attend lessons and other school activities, observing the school timetable.
4. Bring the family aware of school communications and initiatives.
5. Maintain a correct behavior in acting and speaking, respect for all school staff, classmates and classmates, also by adopting clothing appropriate to the school environment.
6. Studying diligently and seriously, applying regularly to school work, regularly fulfilling study commitments and responsibly managing extracurricular and extracurricular commitments.
7. Know and observe the organizational and safety regulations.
8. Respect premises, furnishings, equipment, tools and teaching aids, without damaging the school assets.
9. Sharing the responsibility of taking care of the school environment and making it more beautiful and welcoming, contributing to a climate of well-being, serenity in relationships, love for discovery and knowledge.

Regarding the action plan that the school intends to implement in order to prevent and combat any phenomena of bullying and cyberbullying,

***The educational institution is committed to:***

1. Organize information and prevention activities in relation to bullying and cyberbullying phenomena.
2. To stimulate an aware and responsible use of digital tools and new technologies.
3. Create a welcoming, serene, trusting and respectful school environment towards everyone, also through the involvement of associations and bodies present in the area with specific skills.
4. Carefully monitor recognizing even slight manifestations of bullying and cyberbullying and monitoring situations of personal or social hardship.

***The family is committed to:***

1. Know and accept the training offer and the Institute's regulations with the related disciplinary rules.
2. Support and promote school initiatives aimed at fostering autonomy and a sense of responsibility also in the use of digital tools and new technologies in order to effectively prevent and combat bullying and cyberbullying.
3. Participate in the prevention and information initiatives provided by the school.

4. Promptly report cases of bullying and cyberbullying and / or cases of other violations of the rights of minors of which it becomes aware to the school and / or competent authorities.
5. Support and accompany their daughters and sons in carrying out the remedial actions decided by the school.
6. Discuss and share with your daughters and sons the educational co-responsibility agreement signed with the school.

***Pupils undertake to:***

1. Use fair and respectful language in all school environments and online.
2. Use digital devices (PCs, mobile phones, tablets) in compliance with the Institute's regulations, only for educational purposes and with the explicit and motivated authorization of the teacher.
3. Report to teachers and parents any bullying or cyberbullying incidents of which they were a victim or witness.
4. Accept, respect and help others, undertaking to understand the reasons for the behavior of others, avoiding using digital tools and the means of communication to attack, denigrate, insult and harass other people, aware that certain behaviors are configured as crimes punishable by law .
5. Accept and implement the remedial actions decided by the school as a result of conduct that does not respect the regulations of the Institute.

**Regarding the measures to prevent, contain and combat the spread of SARS-CoV-2 and the coronavirus disease COVID-19,**

***The educational institution undertakes to:***

1. Organize meetings with RSPP, competent doctor, EELL, RLS, RSU, COVID-19 committee for support in the health emergency in order to assess the multiple actions to be activated to contain the risk of contagion;
2. Ensure timely implementation of the regulatory protocol of the measures to combat and contain the spread of the COVID-19 virus at school and give specific instructions (based on the indications of the CTS) for the correct sanitation of the premises;
3. Define the arrangement of the desks in the classrooms so as to ensure the prescribed spacing;
4. Define, in relation to the context conditions, times and ways of ventilation of the premises during lessons;
5. Make sanitizing detergents available;
6. Prepare posters and signs to be posted in the various school environments;

7. Prepare indications for orderly entry to school and for internal movements within school premises;
8. In relation to the risk of contagion and possible prevention actions, promote training and information actions for school staff, pupils and families;
9. Equip themselves with digital e-learning platforms to deal with any suspension of face-to-face teaching;

***The family is committed to:***

1. Systematically and daily monitor, before they go to school, the state of health of pupils and, in the case of symptoms attributable to COVID-19 infection (fever, cold, conjunctivitis, cough, etc.), keep them at home and immediately inform your general practitioner, following the instructions and instructions. Anyone who has respiratory symptoms or temperatures above 37.5 ° C will have to stay at home;
2. Go to school immediately and take the pupil back in the event of a sudden onset of respiratory or feverish symptoms in compliance with the protocol established by the school's Prevention and Protection Service;
3. Send timely notice of any absences for health reasons;
4. Promptly inform the head teacher in the event that the pupil is in close contact with a confirmed case of COVID-19;
5. Respect the rules identified by the Institute for the accompaniment and withdrawal of pupils from school and the times defined for the entry and exit of each class;
6. Remain constantly informed about the school's initiatives, also through contact with class representatives, but above all through a daily and systematic consultation of the Electronic Register and the school website;
7. Comply with the rules for family access to administrative offices;
8. Support and support the acquisition of personal autonomy and the sense of responsibility of their children in the path of personal growth and in the learning process;
9. To encourage, if the need arises, the participation of children in distance learning;
10. Promote the correct use of electronic devices supplied to their children at school and outside of school, exercising their educational function in line with the actions implemented by the Institute;
11. Participate, even remotely, in meetings with teachers;
12. Present, discuss and share with their children the educational pact signed with the school;

***Pupils undertake to:***

1. Comply with all current legislation on health emergencies from COVID-19 contagion and the related directives issued by the school;
2. Promptly notify the school of any changes in one's health that could refer to a contagion from COVID-19 (fever, cold, conjunctivitis, cough, etc.) to allow the implementation of

the envisaged protocol and avert the danger of mass contagion ;

*The sharing and respect of this protocol by the whole school community is the fundamental and essential prerequisite for the safe restart of our Institute.*

### **Regarding the measures relating to DDI**

#### ***The educational institution is committed to:***

1. Activate the G Suite platform with the main objective, in case of need, to maintain contact with pupils and families to support sociability and a sense of belonging to the school community and to ensure didactic continuity.
2. Proceed with the remodeling of methodologies within the various disciplines, simplifying the specific learning objectives, without prejudice to the goals for the development of skills.
3. Pay particular attention to pupils with disabilities and certified and non-certified special educational needs. The suspension of the activity in presence must not interrupt the inclusion process.
4. Program interventions in synchronous and asynchronous mode during teaching hours, favoring the active participation of students, also enhancing the motivation and community element.
5. Insert, through the activity of individual teachers, materials on the platform that pupils can consult.
6. Constantly monitor pupils' activities on the platform, reporting absences and levels of participation.
7. Provide families with feedback on the activity of their pupils, in order to make parents participate in the educational action even at a distance.

#### ***The family is committed to:***

1. Support the school in the DDI and ensure the regular participation of their children as if it were ordinary school attendance in the presence.
2. Be responsible for the activities that are carried out through the personal account and to maintain the confidentiality of their login credentials and possibly to report their loss.
3. Ensure, at the end of the educational activities, in the event that the same device is used by more than one person, that the student exits the institutional account (logout) in order to avoid that he or other family members by mistake can access to other social networks with the Institute account.

4. Read the information on data processing pursuant to EU Regulation 279/2016.
5. Report any inappropriate or incorrect incidents of which their children become directly or indirectly aware.

***Pupils undertake to:***

1. Follow the instructions regularly dictated by the teachers in order not to interrupt the training process started.
2. Participate in a serious and responsible manner in DDI activities.
3. To send, in the manner indicated by the teachers, the tasks and activities assigned, promptly communicating any difficulties encountered to allow the teachers to identify alternative solutions.
4. Participate in live video lessons, assuming appropriate and respectful behaviors for everyone;
5. Maintain the confidentiality of your credentials.
6. At the end of the lessons, exit the institutional account.
7. Do not record and share live video lessons.
8. Engage in correct behavior in chat.
9. Contact the teachers to report technical-didactic difficulties in order to allow them to intervene.

**In case of non-compliance with this agreement by the pupils, the following administrative procedure is implemented:**

Written report via electronic register following:

1. Repeated non-observance of school entry times or connection times in the case of distance learning
2. Failure to perform the tasks assigned by the teachers
3. Use of inappropriate / offensive vocabulary and attitude towards classmates, teachers, auxiliary staff
4. Failure to comply with the prevention and contrast regulations regarding the spread of SARS-COV-2
5. Inadequate behavior of the rules of distance learning
6. Immediate collection of the mobile phone and delivery to the manager if the pupil uses it improperly during school hours

If this notification is not sufficient, the Class Councils, after notifying the Headmaster, will summon the families of the students (online if the health situation requires it) and will provide for further sanctions (additional tasks, school activities aimed at reflection and recovery of the



good rules of civil life, suspension from teaching activities).

**Read and approved**

**Place .....**

**Date .....**

The school

The parents

The pupil

---

---

---