



ACCADEMIA ADRIANEA DI ARCHITETTURA E ARCHEOLOGIA ONLUS

PROCEDURES FOR CARRYING OUT TRAINING, EVALUATION AND TUTORING ACTIVITIES  
DURING THE ITINERANT MASTER'S IN ARCHITECTURE AND MUSEOGRAPHY FOR ARCHAEOLOGY.  
STRATEGIC DESIGN AND INNOVATIVE MANAGEMENT FOR CULTURAL HERITAGE

PRIOR INFORMATION

The Accademia Adrianea Onlus, through the President Prof Pier Federico Caliri, has proceeded to keep students candidates for the Piranesi Prix de Rome and, following this, candidates for Itinerant Master in **Architecture and Museums Design for Archaeology. Strategic design and innovative management of archaeological heritage 2021-2022**, constantly informed of the organizational developments of the, the special conditions relating the Covid emergency and the protocols and actions to be taken to achieve the conditions for the workshop-competition in presence and in safety; in addition, the arrangements for carrying out training activities, hours and conditions of study and relationship with the tutors. In these communications - made by e-mail on 03/24/2020, 05/23/2020, 06/17/2020 and on the Microsoft Teams platform via videoconference on 06/04/2020, 07/26/2020, 09/09 / 2020 and 09\_10\_2020 [official presentation of the Master] - the request to share the contents with the families and the possible cohabiting partners of the candidates for participation was reiterated.

In particular, the planned security protocols have been communicated and that Organizers and Catering Service Providers will undertake to perform during the Piranesi Prix de Rome 2020, with particular reference to the containment measures of Covid-19, and therefore to the **measurement of the temperature** (which must be less than 37,5 thus), to the **interpersonal distance** during the working sessions, the consumption of the meals, etc. , to the **use of masks** during work sessions and within the premises in the common spaces, and to the use of **hand sanitizer gel** encouraging their use.

The candidate students were also notified beforehand that at the same time as enrolling in the Master, they should sign an agreement of mutual behaviour between the organization and the participants at the time of registration (then called the **Loyalty and Correct Information Pact**) with the object of prior communication to households and cohabiting persons, risk assessment and compliance with anti Covid-19 rules and protocols.

The candidate students have been notified in advance that they will be insured by the Organization with an additional insurance policy to cover medical expenses from Covid-19, (the coverage is the same already activated for the Piranesi Prix de Rome expiring 20\_08\_2021), including per-patient hospitalization allowance plus one-off compensation in the case of intensive care. Coverage is also extended to a *per diem* in case of quarantine, and to members of the member's family, if cohabiting and living in Italy.

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Organizers and service providers involved in the activities referred to in the subject, have undertaken to produce the necessary documentation regarding the protocols to be followed and the measures to be applied during the Itinerant Master 2020-2021. This documentation, which consists in its entirety of this summary document and the other annexes to the application for registration, constitutes the body of information on the risks arising from the contagion from Covid-19 and the procedures to be adopted for the mitigation of the risk, that can be downloaded directly from the official website of the Adrianea Academy and can be consulted in advance by participating students and their families.

With reference to Italian legislation, the DVRs (Risk Assessment Document) of the organizing bodies and service providers, if involved, will be sent to the interested parties from time to time before each workshop and if available by third parties (for example in the case of suppliers of hospitality services located in countries other than Italy).

#### **ACCESS TO PRESENCE ACTIVITIES RELATED TO THE ITINERANT MASTER COURSE 2021-2022,**

Students can participate in the Piranesi Prix de Rome 2020 upon subscription to:

- Loyalty Pact and Correct Information;
- Self-certification for access to the Academy Adrianea Onlus.

#### **MODALITY OF DEVELOPMENT OF THE FORMATIVE ACTIVITY**

The training, verification and tutoring activities during the course of the 2021-22 Master may take place in person or remotely, subject to the minimum number of workshops to be carried out in the presence of the participants (reduced to three for the year 2021- 2022 + one remotely. Total four workshops).

The training, verification and tutoring activities during the course of the 2021-22 Master are scheduled during the workshops from 9.00 to 19.30, with a one-hour lunch break. Before and after this time, compliance with the protocols and containment measures is strictly responsibility of the individual part and of the accommodation, catering and commercial structures that are freely accessible and can be visited by Master 2021-22 participants.

The activities are scheduled in different locations:

- in dedicated areas within the main accommodation facilities, or in their own rooms if necessary, for compliance with the spacing and prohibition of gathering.
- In classrooms identified and hired for this purpose by the Organization or made available to host partner institutions (such as the SAIA, Italian Archaeological School of Athens, the State Museums of Berlin, the DIARC of the Federico II University of Naples, etc).

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- Archaeological sites, museums or monuments, object of an informal visit or inspection (without the use of specific professional equipment).

Within these locations, a clear distinction will be made between members of the Adrianea Academy (students, tutors, teachers, staff) and external subjects with whom there should be no kind of promises, if not brief exchanges necessary for the completion of essential information, bureaucratic, administrative functions, etc.

The temperature measurement is foreseen:

- for all those who participate in the workshops and in any location, in the morning before entering the breakfast room (by the participants themselves), by the hotel staff (if required by their protocols).

- For all participants and in any location, before the start of training activities and reviews, by their tutors. In this regard, however, it is suggested that participating students have their own thermometer and measure the temperature themselves before leaving their room.

### Workstations, groups and tutoring

- The working groups will generally consist of four to six participants maximum. Larger groups can also be formed (for example up to eight or ten participants), but operationally divisible into sub-groups of two, three or four people due to the size of the rooms in the accommodation facilities. Each group will work around an island or several work islands, even independent from each other and remotely. All the work islands must allow a distance of at least one meter between the members of the group and between the different groups.
- In case of unavailability of classrooms where to carry out group work for reasons of distancing, work in one's own room will be encouraged, (room accessible only to the people who live there. You are not allowed to enter a room other than your own).
- Each participant, before reaching the location of a workshop will have to equip himself with a personal prevention kit containing surgical masks and protection type FFP2 in quantities suitable for the duration of the workshop, hand sanitizing gel and meter (roller or folding for distance measurement);
- Participants are responsible for cleaning and disinfecting their workstation and each group will provide the necessary products for this purpose. The Organization will provide each working group with a refillable sanitizing gel dispenser.
- The documentation of the study and project must be transmitted digitally to the PC or on the smartphone. They can be exchanged paper tools and supports only between people living in the same room as hotel or B&B.
- Each group will be followed by a pair of tutors, who will take the following steps when revising.

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- Each tutor will have a table that for size ensures the respect of the distance during the reviews. They will then be the participants to position themselves at the tutor table for reviews; but the tutors itinerancy of on-demand in the various groups will also be possible, if necessary, to avoid crowds.
- each tutor will have to deal with the sanitization of the workstation between one review and another.
- Before starting each review, the tutor will have to verify that each student wears the mask, sanitizes his hands then will proceed to the temperature measurement. The tutors will keep a record of the revisions on which they will report, in compliance with privacy, the data of the measured temperatures, in particular threshold ones; the tutor will invite the student and his / her or his roommates to return, pending further checks on the general state of health.
- A spokesperson for the group will take care of uploading a presentation on their computer which will collect the progress of the project and provide its discussion.
- Between tutors and participants there can be no paper documentation. Any sketches and graphic indications will be prepared by the tutors on their own notebook, photographed and distributed on WhatsApp to the members of the group.
- The visits and inspections at Museums, Archaeological Areas or Monuments will be coordinated by tutors who, within the limits of objective availability, will guide the students in compliance with the protocols in force in these places / sites.
- The official working hours are from 9.00 to 19.00 including lunch. For lunch, participants can go out and eat outside. Upon return, in case of revision, the temperature will be measured again.
- Outside the official timetable participants will have to observe the measures taken by the accommodation facilities that host them and will be free to move independently, always keeping in mind the precautions and legal measures.

The Participant

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DATE

SIGNATURE

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