

Student safety is a key factor in determining whether Saxion permits or prohibits international travel. In order to follow a programme component abroad (internship, minor or graduation research), you have to comply with this Saxion safety protocol.

1. Check on the Ministry of Foreign Affairs' website what the travel advice is for your intended travel destination: <https://www.netherlandsworldwide.nl/>;
2. Complete the Covid-19 Risk Assessment (see the last page of this document for format).
3. What is the travel advice? Depending on the colour coded travel advice shown on the Ministry of Foreign Affairs' website, the table below shows you what steps you should take next.

Colour	Travel advice	Saxion policy
Green	No special safety risks	The country/area has been approved as destination for your foreign programme component. Complete the Covid-19 Risk Assessment
Yellow	Attention! Safety risks	The country/area will only be approved as destination for a foreign programme component, if the academy decides to grant permission based on your Covid-19 risk assessment and safety action plan.
Orange	Essential travel only	No permission will be granted for a programme component in this area or country.
Red	Do not travel	No permission will be granted for a programme component in this area or country.

4. Your school will check the travel advice and any risk assessment. After your school has received your risk assessment, you will receive an email stating whether you have been granted permission to go to this specific country or area based on its colour code and your risk assessment (for yellow coded areas). Please consider that if the situation in a country/area deteriorates before departure or during your stay, approval for your travel destination may be immediately withdrawn. This is because your safety is paramount. In that event, you cannot appeal to Saxion for any incurred costs or study delay arising from this.
5. Shortly before departure, the safety situation will be reviewed and it will be determined whether there is a local helpline available and whether your living conditions are considered safe. You may only depart to your destination after this has been completed.
6. If your destination has the colour code green, or if you have permission to go to a destination with colour code yellow based on your risk assessment, you first have to register on the Ministry of Foreign Affairs' website before departure <https://informatieservice.nederlandwereldwijd.nl/>. This means that the Dutch embassy in the country in question is aware of your stay there. This however is only available for students who are Dutch nationals. You can also install the app: 24/7 BZ Reis (Travel app Foreign Affairs) on your smartphone. Sign up to receive updates on travel advice. You will then receive text messages from the embassy in the event of a crisis. You can also easily find information for emergency help in this app. For example in the event of theft or going to hospital.
7. Make sure your Saxion supervisor has your latest contact details. It is important that your supervisor knows where you are staying and who to contact in an emergency.

Stay safe!

Covid-19 Risk Assessment

This risk assessment relates to study and/or internship abroad as of September 2020.

Name	
Student number	
Degree programme	
Programme components	
Destination	
Colour code of destination	
Organisation of destination	

What is the plan and what is your plan B?

What is your reason for going abroad for this programme component?

What are the Covid-19 guidelines of the country concerned?

What are the Covid-19 guidelines in the region and city concerned?

What are the Covid-19 guidelines of the organisation or educational institution?

What measures will you take in advance in case the situation deteriorates?

I declare that I am aware of the Saxion safety protocol. I am aware that any additional costs incurred by early return shall not be compensated by Saxion.

[(Digital) signature student]

Action plan for safety risks (for yellow coded destinations).

When your intended destination has a yellow colour code, you have to write an assessment describing the risks involved for this destination and how you think you can minimise them. The risk assessment consists of two parts.

1. **Safety measures at national level** : describe the safety risks as shown on www.netherlandsworldwide.nl. Describe the extent and nature of the risks, and what measures you are taking to minimise these risks;
2. **Safety measures at regional and local level at place of residence**: describe the safety situation in the area where you will be doing your internship/ exchange and where you will be living. Check with local authorities or people who know the local situation regarding current safety and describe their opinions and advice. State who you contacted about this. Make enquiries about the existence of any good, reliable helplines at your destination that can help you should a problem arise. This may be your internship supervisor, an intermediary agency, an employee of a study programme/university. This person declares in writing to be your helpline.