



## 2023 Programmes Overview

As we slowly move out of the COVID pandemic towards what we might consider as ‘normal’, we are able to start easing restrictions and exceptions to our programmes. Nevertheless, the safety of everyone is paramount. The situation can change at any time, and we will need to respond accordingly. This may mean that our rules and guidance may change over the course of the year and at short notice.

This document is designed to highlight some important information for programme planning, but it is **not comprehensive**. Please ensure that you are still referring to the [Programme Guides](#) and [policies and procedures](#) for complete information on relevant topics.

**Thank you all once again for your understanding, cooperation, and resilience.**

### CISV International’s approach to exceptions/rules



In 2022, we allowed a lot of flexibility to ensure programmes could run. As we return to a more traditional year, we wanted to provide an overview to remind everyone of the rules, the changes that were implemented as part of the Programme Review, and any variations we are allowing this year. We also hope this will help those new to CISV get an overview of the big picture. Please refer to [C-03 Programme Basic Rules](#) for more information.

Programme	Participant Age	Length	Programme Size	Invitations for host NA
<b>Village</b>	Must turn 11 during the programme year  JC's must be 16 or 17 for full programme	28 days or 23 days	10-12 delegations*  Maximum of 6 JC's*	Additional invitations permitted
<b>Youth Meeting</b>	Must turn 12 or 13 during the programme year	8 days or 15 days	8 delegations*	Additional invitations permitted
<b>Step Up 14</b>	Must turn 14 during the programme year	23 days	10 delegations*	Additional invitations permitted
<b>Step Up 15</b>	Must turn 15 during the programme year	23 days	10 delegations*	Additional invitations permitted
<b>Seminar Camp</b>	Must be 16 or 17 for full programme	21 days	24 or 30 participants	Max 4 per NA
<b>Interchange</b>	Must turn 14 or 15 during the programme year	14-28 days per phase	6-12 participants	N/A

\*see “excess invitations” for further information



## Village

### Length

In 2022, we allowed a lot of flexibility on the length of Village. The Education and Research Committee have collected feedback and are evaluating the impact of the shorter Village programme. Initial results indicate there is little impact on the educational outcomes of the Village programmes run for 23 days and therefore we will allow either 23- or 28-day Villages in 2023 to support NAs to host this programme. CISV International will continue to assess the impact this has on the programme quality and educational value.

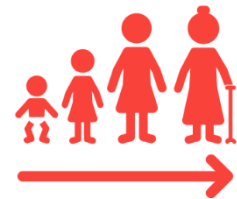


### New curriculum

In 2022, many hosts piloted the Village curriculum. The Village Curriculum Working Group is collecting their feedback in order to provide direction for 2023. More information will be shared on this over the coming months.

## Programme Age Requirements

There have been no exceptions approved for 2023 relating to age, therefore the age requirements are as follows:



Programme	Participant Age
Village participant	Born in 2012
Youth Meeting	Born in 2010 or 2011
Step Up 14	Born in 2009
Step Up 15	Born in 2008
Interchange	Born in 2008 or 2009 (for phase 1 in a 2-year exchange)
Seminar Camp	Must be 16 or 17 for the full programme, including day of departure
Junior Counsellor	Must be 16 or 17 for the full programme, including day of departure. It is strongly encouraged that participants turn 16 a minimum of one week prior to departure to give them time to complete the Safeguarding Training, which they will not have access to until they turn 16
Leaders	Must be at least 21 on the day of departure
Junior Leader (IC)	Must be at least 18 on the day of departure but it is recommended they are at least 4 years older than the eldest participant
Staff	Must be at least 21 on the first day of the programme
Junior Staff	Must be at least 18*
Kitchen Staff	Must be a minimum of 15 for Village and at least 3 years older than participants ages for Youth Meeting and Step Up.

\*Permanent changes to JC and Junior Staff age rules and roles were approved in June 2021 and outlined [here](#) in more detail.



Automatic sanctions will apply if participants of the incorrect age are assigned to Junior Counsellor, Seminar Camp participant, Leader, or staff roles or they may not be allowed to participate. A summary of all changes to programmes that took effect in 2022 is available [here](#).

## Excess invitations

A few programmes planned for 2023 have been allowed to host additional delegations or JCs. The Education and Research Committee supports the approach of **allowing these exceptions for current host offers only but not fill extra spots if they are turned back** to work towards reducing them back to the preferred size.



## myCISV

Now that we rely exclusively on myCISV for managing programmes, it is imperative that information is maintained accurately and in a timely manner. We hope to provide a training for myCISV Coordinators in early 2023. Here are some of the challenges we faced in 2022 to pay particular attention to:

Field	Action Required	Why this is important
<b>Child accounts for participants under 16</b>	Please do not set up individual myCISV accounts until an individual has turned 16. Parents or parental guardians must create an account for their children under 16 and then add the child using the "Children" menu item	Safeguarding
<b>Date of Birth</b>	Please ensure this is completed accurately for all programme participants in the format YYYY-MM-DD.	This is used to determine the individual's eligibility for the role/programme
<b>International Staff</b>	International Staff must be added to the programme by CISV International (myCISV Support)	To validate the individual's eligibility for this role
<b>Participant Address</b>	Please ensure this is completed accurately for all programme participants	This information is used to populate the PDPEF and will save Programme Directors time if they do not have to complete it during programme. If we do not have this information, it can impact the individual's ability to file an insurance claim
<b>Roles</b>	Please do not assign anyone to a role that they do not actually hold (i.e. leader or staff) in order to access forms or other information	This could result in a GDPR breach and/or additional costs to the organisation when we calculate numbers for travel insurance

For more information, please visit the website <https://cisv.org/new-mycisv/> or the FAQs <https://cisv.org/mycisv-faqs/>



## Vaccinations



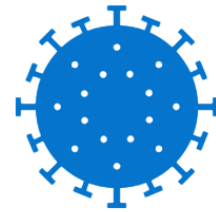
Every staff, leader and participant must provide proof of the following vaccinations before attending a CISV International programme - unless they have a documented medical exemption:

**Polio, DPT (diphtheria-pertussis-tetanus), measles, rubella and Covid**

For FAQs on Covid vaccinations, please see the [2022 Programme FAQs](#).

## Covid Procedures

The Covid Procedures will be reviewed throughout the year and adapted as necessary based on the progression of the virus. To ensure you are always referring to the most accurate version of the document, please do not download a copy. Please use this link which will provide you with the most current version – [Covid Safe Programmes and Events Procedures](#).



For FAQs on the Covid procedures, please see the [2022 Programme FAQs](#).



## RAG Rating

In 2022, CISV International introduced the RAG Rating. This system will remain in place for 2023 onwards. National and Chapter Risk Managers will receive further direction on the new process for assessment.

## Programme Delivery during Covid

We collected information from those that participated in programme delivery during the Jun-Aug season and will share best practices once this data is analysed.