

Summer Language Holidays – Ebernburg

Dear Student,

We are delighted to welcome you to Ebernburg and to IP International Projects. This document contains all the essential information you need for your journey, arrival, stay, and return home. Please read it carefully together with your parents or guardians before travelling.

If you have any questions at any stage, do not hesitate to contact us – we are always happy to help.

Important reminders before you travel:

- Please complete the online language level test before arrival.
- Parents/guardians must complete the Parental Consent Form.

We wish you a safe journey, a fantastic learning experience, and lots of fun in Ebernburg!

Warm regards,

Your IP International Projects Team

PARENTAL CONSENT FORM

Before starting your journey, your parent(s) or legal guardian(s) must complete the Parental Consent Form. This is mandatory for all students under 18 years of age.

- The form takes approximately 5–10 minutes to complete.
- Please use the link or QR code provided in your travel pack.



<https://forms.office.com/e/ww3kF2HTx3>

Any Questions? Please call +44 (0) 1202 618279

TRAVELLING TO GERMANY

Individual Transfer

If you have booked an individual transfer with IP:

- Transfers are carried out by our trusted taxi and transfer partners.
- All drivers are DBS checked.
- You will be met inside the terminal, at the exit of the baggage reclaim area, by a member of staff holding an IP sign or a sign with your name.

Important: DO NOT LEAVE THE TERMINAL ON YOUR OWN.

- If you cannot find the driver, go to the information desk in the arrival hall and call the emergency number provided at the end of this document.
- Please switch on your mobile phone once you land so we can contact you if needed.

You will be taken directly to your course centre.

Independent Arrival

Independent arrival requires you to be accompanied by your parent(s) or legal guardian(s) to our centre.

- Please inform us of your exact arrival time in Ebernburg at least one week before arrival.
- Recommended arrival time: between 15:00 and 17:00.
- Please contact our team 3 hours before arrival using the emergency number provided.

You will be directed to the meeting point:

IP Ebernburg

Burg Ebernburg

55583 Bad Kreuznach

Germany

Any Questions? Please call +44 (0) 1202 618279

Students aged 16+ travelling independently (without an accompanying adult) are only permitted to do so if this has been explicitly authorised by their parent or guardian in advance. In these cases, IP International Projects cannot take responsibility for the student's welfare until they arrive at the centre.

Low-Budget Transfer from Frankfurt International (FRA)

- Your flight must arrive before 15:00.
- IP staff will be waiting after baggage reclaim, behind customs.
- Staff are present between 10:00 and 15:00 and wear a navy blue IP shirt.

If you cannot locate our staff:

- Call the emergency phone: +49 (0) 157 80 50 75 00
- If unavailable, call the IP emergency number.

Important: DO NOT LEAVE THE TERMINAL ON YOUR OWN.

- Departure from FRA is at approximately 18:00–19:00.
- Students are responsible for their own meals and drinks on arrival and departure days.

Travelling Home

- At least one day before departure, our staff will inform you of all departure details.
- On departure day, students will leave the centre in time to arrive at the airport for check-in.
- For safety reasons, students are accompanied to the check-in desk.

Rooms must be vacated and checked out in the morning on departure day.

If you have booked a transfer with IP, all relevant information will be provided by our team.

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ENTRY REQUIREMENTS FOR GERMANY

- A valid passport or ID is required.
- Parents/guardians are responsible for ensuring the student has the correct visa and transit documents, if required.

Further information:

<https://www.auswaertiges-amt.de/de/service/visa-und-aufenthalt/staatenliste-zur-visumpflicht/207820>

Please ensure all travel documents are easily accessible at passport control.

POCKET MONEY

Based on experience, students usually spend 20 – 30€ per week.

There is no safe available. Valuables may be handed to the IP team for safekeeping if necessary.

IP International Projects is not liable for loss, theft, or damage to personal belongings.

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PACKING LIST

Please check your airline's baggage allowance. Usually, 20 kg checked luggage and 7–10 kg hand luggage are permitted.

Suggested items:

- ✓ Everyday clothes (trousers, T-shirts, jumpers)
- ✓ Rain jacket or small umbrella
- ✓ Comfortable closed shoes
- ✓ Swimsuit and big beach towel
- ✓ Sun cream and hat
- ✓ Toiletries
- ✓ Refillable water bottle
- ✓ Any medication required during your stay

Hand Luggage (Essential)

- ✓ Passport
- ✓ Visa (if required)
- ✓ Health insurance card
- ✓ Voucher and emergency contact details
- ✓ Essential medication
- ✓ Emergency contact card
- ✓ Phone charger or power bank
- ✓ Snacks for arrival day
- ✓ Travel sickness medication (if needed)

Please remember to bring a plug adaptor if you are coming from outside the EU.

Accommodation

Residence– Castle Ebernburg

- 2 to 4 bedrooms with private bathroom (shower/WC)
- Bed linen and towels are provided and changed weekly
- Rooms are lockable (no safe available)

We offer a laundry service regularly. Please add name tags to your belongings.

Deposit

A 50€ deposit is required at check-in. The deposit covers:

- any damages caused during your stay
- lost room keys

If no damages are caused and no key is lost, the full deposit will be returned at the end of your stay.

Dietary Requirements

If you have requested special dietary arrangements, please inform staff on arrival.

Meals: Breakfast, lunch, and dinner are provided in the dining room.

- **Breakfast includes:** cereals, rolls and bread, butter and jam, cheese and meat, juice, milk, hot chocolate, and tea.
- **Lunch includes:** a starter, a main dish, a dessert. Water and Tea for drinks.
- **Dinner includes:** bread, cheese and meat, salad, a warm side dish, sometimes a warm main meal. Water and Tea for drinks.

After meals: Please clear away your dishes and clean the table before leaving the dining area.

Water and fruit are available throughout the day in the **IP Ocean Lounge**.

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Placement Test

All students must complete the online placement test at least 7 days before arrival.

The test includes:

- Language use
- Reading skills
- Listening skills

Teachers will confirm or adjust your level during the first day if necessary.

All courses focus on speaking confidence, grammar, reading, listening, and communication skills. A certificate aligned with the CEFR will be awarded at the end of the course.

For the English Course: <https://internationalprojects.start.page/>

For the German Course: <https://forms.office.com/e/3mhsYFRs59>

Language Courses

Intensive Course

20 × 45 minutes per week

Monday–Friday, 09:00–12:30

Max. 16 students

Supervision and Student Support

Our IP Supervisors are trained young adults who support you throughout your stay. Daily assemblies and Time to Talk (TTT) sessions allow you to ask questions, raise concerns, and sign up for activities.

Supervision levels vary by age:

- Under 13: compulsory afternoon and evening activities
- 13–15: partly compulsory afternoons; all evenings compulsory
- 16-17: sign-out permitted (subject to parental consent and behaviour)

The school reserves the right to remove sign-out privileges if necessary.

Activities and Trips

A detailed programme is provided in the **IP Welcome Pack** on arrival in Ebernburg.

A **varied daily activity programme** is organised, with:

- at least one structured activity every afternoon (e.g. sports, workshops, games, walks, excursions)
- evening events such as parties, movie nights, and *IP's Got Talent* shows

Most lessons and activities take place **in the castle**.

The **IP Ocean Lounge** is the central meeting point, offering:

- a space to relax
- music, snacks, and drinks
- opportunities to socialise and plan activities with friends and staff

Excursions: excursions are organised by **public transport (train)**

- one full-day trip included in the first week
- two additional full-day trips per extra week

Social Media

You are welcome to follow and tag us using **#IPsummer** and **#learnmorethanalanguage**. We love sharing your experiences!

Images are only used with parental or participant consent.

Permission can be withdrawn at any time.

IP International Projects is not responsible for content posted independently by students.

Feedback

We value your feedback and will invite you to complete:

- A short questionnaire shortly after arrival
- A final feedback form at the end of your stay

You are also welcome to leave a review on Google after your programme.

Contact Details

Before Travel

Monday–Friday, 09:30–16:30

Phone: +44 (0)1202 618279

Email:

info@internationalprojects.com

During Your Stay

Email:

ebernburg@internationalprojects.com

Emergency Mobile:

+49-(0)157-80507500

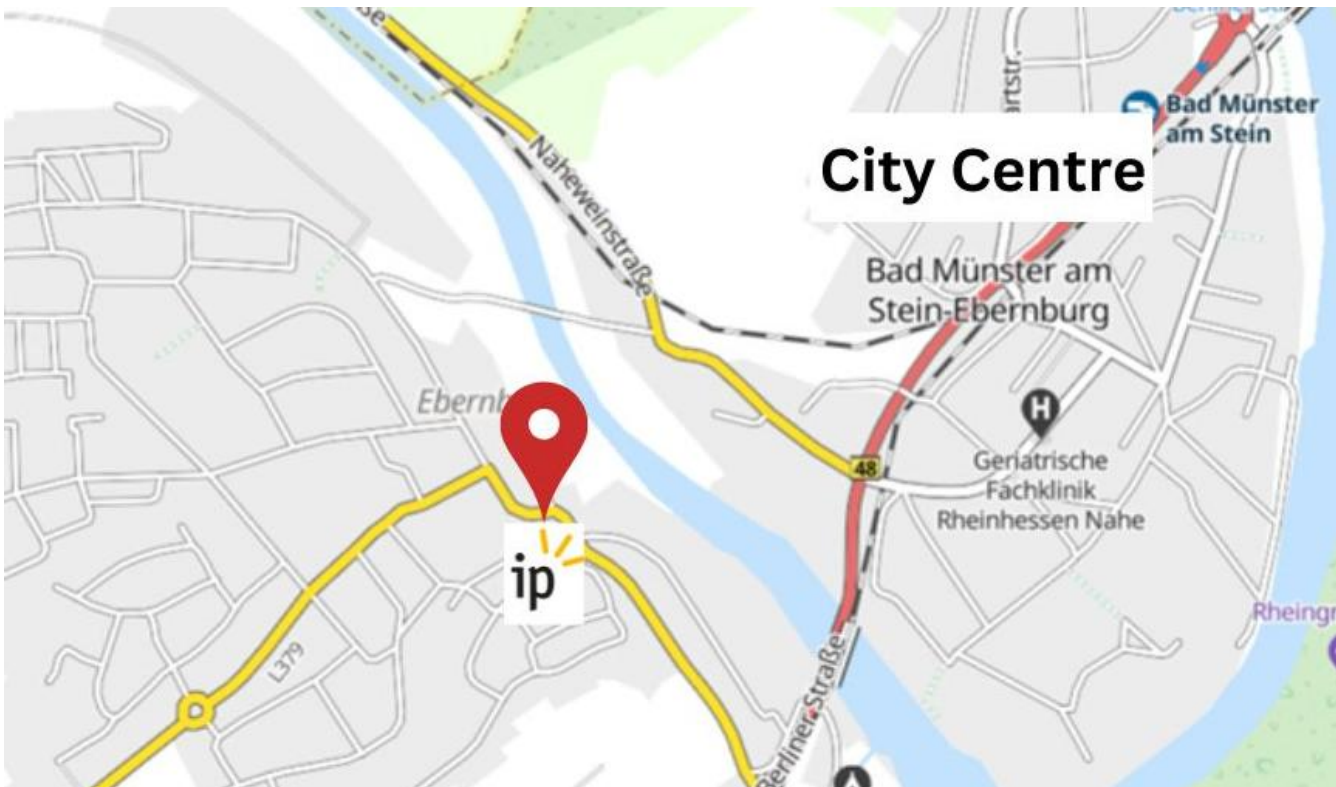
Centre Address

Burg Ebernburg

55583 Bad Kreuznach – Bad

Münster am Stein

Germany



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IP Rules & Regulations for Ebernburg

To follow you will find our rules and regulations to ensure our students behave responsibly and safely during their summer course in our centres.

These rules must be respected by all students.

- **Respecting other students:** Our aim is to bring together international young people from all over the world in our course centres, who want to learn a foreign language and gain intercultural experiences. Therefore discrimination, racist or sexist behaviour will not be tolerated. Bullying in person or online will not be tolerated in our centres.
- **Attendance:** The lessons, the daily assemblies, the TTTs as well as all meals have to be attended by all IP students. The afternoon and evening programme is compulsory for under 16-year-olds. There is the option of choosing free time in pairs or groups on the supervised campus as an afternoon activity.
- **Leaving the Campus:** All students under the age of 16 participate in a compulsory programme with a wide range of activities. They are not allowed to leave the campus without staff members- even if their parents give them the permission to do so.

During excursions you will also have the chance to explore and have some free time in pairs or groups with a staff member waiting for you at the meeting point. Please note, students under the age of 13 must be accompanied by a member of staff, while students 13 years and older may leave in groups of two or more.

Participation in the activity programme is voluntary for students 16 years and above. They can choose between

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taking part in the offered programme activities or exploring the town with their friends (must be in pairs) in the afternoon after informing our staff members and signing out. Students will not be allowed to leave the campus without supervision after dinner. Our staff members reserve the right to limit these times when necessary.

- **Curfew/Night Check:** All students have to be in their rooms by 10.30 pm. Staff members will conduct a night check between 10.30 pm and 11.00 pm to ensure that all students are in their rooms.
- **Noise:** From 10.30 pm onwards all activities must not be too noisy. Please respect the need for quiet of fellow students and residents living nearby.
- **Privacy:** The privacy of fellow students and staff must be respected. Do not enter designated areas or rooms of fellow students without permission.
- **Rooms:** Multi-bedded rooms can only be shared by students of the same sex.
- **Damages:** IP will have to be reimbursed for all damages. In some cases, the damages may be covered by your insurance.
- **Theft:** Please take care of your belongings at all times as we do not take responsibility for lost or stolen items. We report all thefts to the police.
- **Fire safety:** Fire doors cannot be blocked or left open. Setting off fire extinguishers will be dealt with as an act of vandalism and any incurred costs will have to be paid for by the student.
- **Alcohol:** It is not allowed to consume alcohol of any kind.
- **Smoking/Vaping:** Smoking/vaping is not allowed in our IP Centres.
- **Drugs:** Consumption or dealing of drugs is strictly prohibited.

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- **Weapons:** Carrying weapons of any kind (flick knives, tear gas, etc.) is forbidden. Apart from that, we do not offer or support any activities which include violence (Paint Ball, Laser quest or violent computer games).
- **Tattoos/Piercings:** Students under the age of 18 are not allowed to get tattoos or piercings during their stay.
- **Swimming:** Please note, that swimming is not an IP organised activity, and therefore IP – International Projects is not liable. However, it is principally allowed on supervised beaches/pools only when a lifeguard is present, unless otherwise determined in writing by parents/guardians.
- **Mobiles:** The use of mobile telephones is only allowed between the end of the afternoon activities and the TTT. Staff may confiscate a mobile phone if they feel it is necessary. IP is not liable for the loss or damage of mobile phones.
- **E-Safety:** Accessing, viewing or sharing inappropriate materials online or via social media is strictly forbidden.

Disrespecting our rules and regulations may have legal consequences and may result in a student being asked to leave the course. IP will not cover any additional costs that may arise from a student's suspension.

Should you have any complaints or want to report abusive behaviour, please feel free to talk to any member of staff or email: info@internationalprojects.com For more information our complaints procedure and our policy on abusive behaviour please see:

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https://www.internationalprojects.com/wp-content/themes/international-projects/assets/download/EN/26-ESE_Complaints_Procedure_2026.pdf

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