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## Summer Language Holidays Bournemouth

**Welcome to International Projects!** We wish you a pleasant, exciting, and fun-filled stay in our Junior Summer Camp. These travel documents will help you to get a general overview of your upcoming trip.

### Independent Arrival

You can choose a Self Arranged Journey from the airport in the UK to our centre. This requires you to be accompanied by your parent/s or a Guardian from the airport to our camp. If you have decided to travel independently to England, please let us know your exact time of arrival in Bournemouth at least one week before your trip starts, so that we know when to expect you.

Generally, you should arrive in Bournemouth between 2 pm and 6 pm. Please contact our team 1 hour before your arrival via the mobile number provided at the end of these documents.

Our supervisors will then give you directions to the meeting point. Please make your way to: **Europa School of English The Annexe, Freemasons Hall, Knole Road, Bournemouth BH1 4DH, Great Britain**

### Low Budget Transfer

If you booked the low budget transfer from London Heathrow, please keep in mind that you must arrive before 4.30 pm at the airport.

On the day of your arrival a member of our IP staff will be waiting for you behind customs at the exit of the baggage reclaim area of your arrival terminal between 10 am and 5 pm. You will recognise our staff by their dark blue IP shirt/sweater and the IP sign.

#### **PLEASE DO NOT LEAVE THE TERMINAL ON YOUR OWN!**

In case you cannot find our member of staff please go to the information desk in your arrival hall and wait until our member of staff picks you up. Having this in mind, please make sure you switch on your mobile phone after the plane lands, so that you can be contacted on the number you have provided us with. If necessary, please call the Airport Coordinator **+44 (0)7563 245308**. In case you can't get hold of the Airport Coordinator, please call our emergency number.

Our staff member will then accompany you to the transfer service. Our coach shuttle will depart from Heathrow or a nearby pick up Service station at approximately 7 pm / 8pm. In addition, it is advisable to carry money in pounds to buy something to eat or drink while you are waiting at the airport.

### Individual Transfer

Alternatively, we can also arrange individual transfers for you.

Transfers will be done by our well-known taxi and transfer companies with DBS checked drivers. In this case, you will be picked up at the exit of the baggage reclaim area of your arrival terminal by a member of staff of our partner company. You will recognise them by our IP sign or a sign with your name on it.

#### **PLEASE DO NOT LEAVE THE TERMINAL ON YOUR OWN!**

In case you cannot find a member of staff, go to the information desk of your arrival hall and call our emergency mobile number provided at the end of this document and wait until you get picked up. Having this in mind, please make sure you switch on your mobile phone after the plane lands, so that you can be contacted on the number you have provided us with.

You will then be taken directly to your course centre.

On the day of departure, you will leave the centre as required in order to make sure you arrive at the airport on time to check in. For students' safety, we accompany them to the check-in for their flight.

We ask you to leave your room and check out in the morning. Please arrange your plans for the departure day with our IP team in your course centre.

If you have booked a transfer with us, the team will give you all the necessary information.

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## Parental Consent form

For all students aged under 18 years old.  
Please fill out the form **as soon as possible**, at least 7 days prior to arrival.

We are gathering this information in order to look after your child in the best way so they can enjoy the most positive experience on their holiday with us. Please answer all questions as fully as possible.

After filling out the form, you will receive the summary of your answers by email. Please **PRINT, SIGN AND GIVE** to your child the printed form as some parts of it might be necessary for example at the border while entering the UK.

This form should take 5 to 10 minutes to fill out.

Please use the link below and QR code to fill out the parental consent form:

<https://forms.office.com/e/dLtmDUzM2R>



## Luggage and Immigration Regulations

One piece of check-in luggage is allowed per passenger. Usually, 20kg but please check with your airline directly about the individual allowance. Additionally, you can bring one piece of hand luggage, e.g., a backpack or a handbag (depending on the airline 7-10kg).

To follow you will find a list of things which could be useful when preparing your suitcase:

- ✓ Trousers, T-shirts, pullovers, etc.
- ✓ Rain jacket / small umbrella
- ✓ Comfortable walking shoes /closed shoes
- ✓ Swimsuit and beach towel

- ✓ Towels
- ✓ Sun lotion/ hat
- ✓ Toiletries bag with items for your personal hygiene

### Things that must be in your hand luggage:

- ✓ your passport
- ✓ your visa\* (if needed)
- ✓ Printed Parental consent form signed
- ✓ your health insurance card
- ✓ your voucher and all-important telephone numbers
- ✓ important medication (if needed)
- ✓ The below emergency contact card
- ✓ This document

Please remember that you will need an adaptor in England for the power plugs.

**Please print and keep safely in your wallet or phone case the below card with the school details and emergency phone number:**

Student's name:.....

**IP International Projects Bournemouth**

The Annexe, Freemasons Hall  
Knole Road  
Bournemouth BH1 4DH  
United Kingdom  
0044 (0)7471 230594

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school of english

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## Entry into England

**Notes about Brexit:** The UK has left the European Union, and the transition period came to an end. From January 2021, a new immigration system with new rules will apply to all nationalities.

From 2021, EU/EEA/Swiss nationals will be able to come to the UK as a tourist or student for up to six months without needing a visa. Students can arrive at the border and either show their passport or enter through the electronic passport gates to be granted entry clearance.

All visitors will require passports, ID card are not allowed any more!

We want to make you aware, that your parents are responsible for obtaining a visa for Great Britain as well as the transit countries and to make sure that you have the necessary documents to travel on your own. Find more information here: <https://www.internationalprojects.com/visas/>

**Note:** Make sure that you have all identification documents ready, as you might have to identify yourself at the passport control promptly.

## Your destination Bournemouth

Bournemouth is an exciting seaside resort as well as an attractive student town, with visitors and students from all over the world creating a cosmopolitan atmosphere. The mild climate and fine summer weather make for a great outdoor holiday experience.

Our summer school, Europa School of English is located just a short walk away from the city centre and the sandy beach. Our residence and the school are within a few minutes walking distance from each other.

## Accommodation in the Residence

Live and socialise with your fellow students from all around the world in our residence. The student accommodation in our student residence Lyme Regis offers self-contained flats of 5 single study-bedrooms. Each bedroom has a private shower, toilet and washbasin and there is a common room in each flat.

**Bedlinen in your accommodation is provided** and will be changed once a week. Please bring **your own towels** for indoor use and also for the beach.

The bedrooms and the bathrooms are cleaned regularly; therefore, please keep your room in a good state.

Laundry service available for £5 (washing and drying) / washing and drying machines are operated by cards which can be purchased in residence reception for £2.

Full board accommodation includes breakfast, warm lunch, and dinner. All meals are taken in the self-service bistro of our school.

A safe is not available, but you will get a key to lock your room.

There is free Wifi service available in our school and at the residence. We reserve the right to limit access if misuse occurs.

## Dietary Requirements

If you have booked any special dietary requirements with us, please inform our members of staff upon arrival so the kitchen will then provide alternatives.

It is usual in England to offer tap water during mealtimes.

Outside mealtimes you can help yourself to water and fruit which are available to you in our IP Ocean Lounge.

## Homestay Accommodation

Homestay accommodation gives you the opportunity to completely immerse yourself into the English language from the very start of your trip. You will stay with our carefully chosen hosts in two-bedded rooms (triple on request), which you share either with a friend or with another student we have assigned to you.

The bathroom and household facilities are shared with the family. Our hosts are not always traditional families with children but can also be single with or without children, older people, and young families with or without children.

Your host family will provide you with bedlinen and towels for indoor use. However, we ask you to please bring your own beach towel. A reasonable amount (one load per week) of laundry is included. Should you need it, please ask your host family.

Please make sure to keep your room clean and tidy.

In your homestay you will receive breakfast in the mornings and will be given a packed lunch for the day. In the evenings there will be a warm meal which you will have ideally together with your host family. Please note that usually only tap

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water will be provided with meals. Additionally, you can book warm lunch in our school bistro for 7 days a week.

By the way, it always leaves a good impression to bring a small gift for your host from your home country.

Tip: Something personal from you and your family (e.g. photos), sweets or a souvenir from your home town or the region you come from.

Apart from that, nothing impresses your hosts more than saying “Please” and “Thank you” and asking for permission for small things and being very polite - for example, “May I take a seat, please”.

The way to school in the mornings and back to your homestay in the evenings is always unaccompanied for students 13 years and older.

Your host may live in another part of the city than the campus. Therefore, you may have to use public transportation between your home stay and IP activities (costs for public transportation are not included in the price - weekly bus ticket approx. £18,50).

Depending on where your homestay is located, your travel time can take up to 45 minutes.

Our afternoon activity programme is compulsory for all students younger than 16 years. Older students can only stay in the family during programme time if the family is at home and agrees to it. It might not be possible to join all the IP activities until the end because of the timetables of the public transportation, especially in the evenings. Please talk to your host family about when you will return to the house. If you are not able to adhere to the agreed times, please inform your host family and our team.

The stay in a host family is designed for more independent and responsible children who want to gain an insight into the English daily life and who are ready to accept the rules of the host family.

If a change of host family is necessary, we will make the appropriate changes as soon as possible. In emergency situations students will be changed immediately. In other cases, this change may take up to three days.

## Placement Test

We do ask every student to do a placement test as soon as possible, at least 7 days prior to arrival. This test is **ESSENTIAL** for your placement into the right group for your level of English. Please do it only once, on your own, in a maximum of 45mins, and in a quiet environment. If you do forget to do your placement test prior to arrival, you will do it during the first block of lessons on the first Monday after arrival. But we strongly advise every student to do it prior to avoid missing any lessons, and as some class levels might be already full, it might be more difficult to place you in the perfect class.



Please use the link below to access the placement test

<https://forms.office.com/e/vfvYKPZi8C>

## Language Courses

On the first day of school, you start at 9 am with your first lessons.

Every course aims to develop your language skills, with the main goal of overcoming your inhibitions, by focusing on the areas of reading, listening, conversation and grammar.

If you feel that you are in a course that is too easy or too difficult, please talk to your teacher or supervisor.

Your teachers are dedicated professionals and carefully chosen to provide a positive and stimulating learning environment. You will be provided with teaching materials such as a workbook, folder, paper, pen, and copies. At the end of the course, we will give you an IP-Certificate.

According to prior agreement with your teacher, you are allowed to bring your Laptop/Tablet to the lessons and use them for the internet-based exercises.

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International Projects is not liable for damage or loss of your electronic equipment.

### **General English Course** (15 x 45 minutes / week)

Classes are normally held Monday to Friday from 9:00 to 11:45. The three morning lessons focus on the main areas of language learning: grammar, vocabulary, reading, listening comprehension, communicative activities, and communication practice.

### **Intensive English Course** (20 x 45 minutes / week)

You will attend the General English Course and in addition you will have one extra lesson per day. Generally, lessons will take place between 9.00 am and 12.30 pm (including breaks) from Monday to Friday.

### **Mini-Group English Course** (20x45 minutes / week)

This is a highly individualised course. The lessons are based on the same concept as the intensive course for groups of up to 6 students. Generally, lessons will take place between 9.00 am and 12.30 pm (including breaks) from Monday to Friday.

## Your Supervisors

Your IP Supervisors are young people who enjoy working and travelling with kids and teens and have undergone extensive training with IP. They put together the activity programme and are always available for questions and advice.

If there is something you are not satisfied with, please feel free to talk to your supervisor in order to resolve the reason for your discomfort.

During the daily assemblies (Monday – Friday) the upcoming programme will be explained and in the daily *Time to Talk* (TTT) you have the chance to talk about potential problems or questions in a smaller group with your designated IP Supervisor. At the beginning of your stay, you will be asked to download an app to sign up for activities and trips.

For students up to 15 years we have a tighter supervision scheme than for 16 years and older. Our activity programme is compulsory for under 16 year olds but you can choose between different activities in the afternoons. Please see our IP Rules & Regulations section for more information.

## Activity Programme

The activity programme consists of sports, workshops, and games in the afternoon. In the evening movie and game nights, IP's got Talent shows, theme parties and much more will be organised for you. Majority of the activity programme as well as the lessons will take place at Europa School of English, our own language school, the beach, and other premises in and around the city centre. Apart from that, you can relax in the IP Ocean Lounge with snacks, drinks, and music, while meeting up with new friends.

Your language holiday also includes one half day trip during your first week and one half day trip and one full day trip for each additional week.

You will be informed about the trip destinations after your arrival.

In addition to that you can purchase extra trips in your destination. Costs are £29 for a half-day trip, £58 for a full-day trip.

### **Surf Course (3 x 2 hours)**

For those of you who want to combine English lessons and the surf experience, we offer this special course with our surf partner in Bournemouth. In the mornings you will attend your lessons with your fellow students.

The surfing course consists of three afternoons with 2 hours lessons each. Equipment will be provided.

Depending on the weather, tide, and the size of the waves the surf lessons might vary. Therefore, paddle boarding is offered as an alternative when the weather conditions don't allow surfing.

Please bear in mind that booking this course combination may prevent you from joining other activities or a scheduled excursion.

This special is not included in the programme and must be booked in advance.

## Pocket Money

Experience has shown that our young guests spend an average of 60 to 100 Pounds per week.

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### Important:

We recommend taking a cash card with you. Cash machines for normal cash cards are located all over England. Your bank will be able to inform you about the best option for your trip to England.

If you take cash with you, we recommend exchanging your currency for Pounds in your home country. Please be sure to take enough pocket money with you.

A safe is not available for your use. However, the rooms are lockable. If necessary, you can hand your pocket money and valuable items to the IP Team for safekeeping.

In cases of theft, loss, or damage to money and/or valuable items, IP is not liable.

### Social Media

IP International Projects would like you to follow us on Facebook and Instagram so you can get some more insight into our centres and information about our Summer Language Holidays. Feel free to link us in your posts and to mention our hashtags #IPsummer and #learnmorethanalanguage in your posts. We will re-post the best ones on our timelines and stories.

As your privacy is important to us, we want to ensure that only students or parents who have given us their express permission are featured on our social media. We undertake to protect the privacy rights of the participant when using images and to not use photographs or other images which may harm the reputation and/or violate the privacy of the participant. Parents/guardians and the participant can withdraw their permission at any time, either in writing or by email, stating their booking or customer number.

IP International Projects is not responsible for content posted by students on social networks even if they are using the above hashtags or linking to us.



Our social media account can be found here under the following QR code:

We would like to wish you a wonderful language holiday, lots of fun and everything that makes a great, unique and memorable holiday!

Your IP International Projects Team!

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## For the pin board at home

IP Bournemouth  
International Projects Bournemouth  
Europa School of English  
The Annexe, Freemasons Hall  
Knole Road  
Bournemouth BH1 4DH

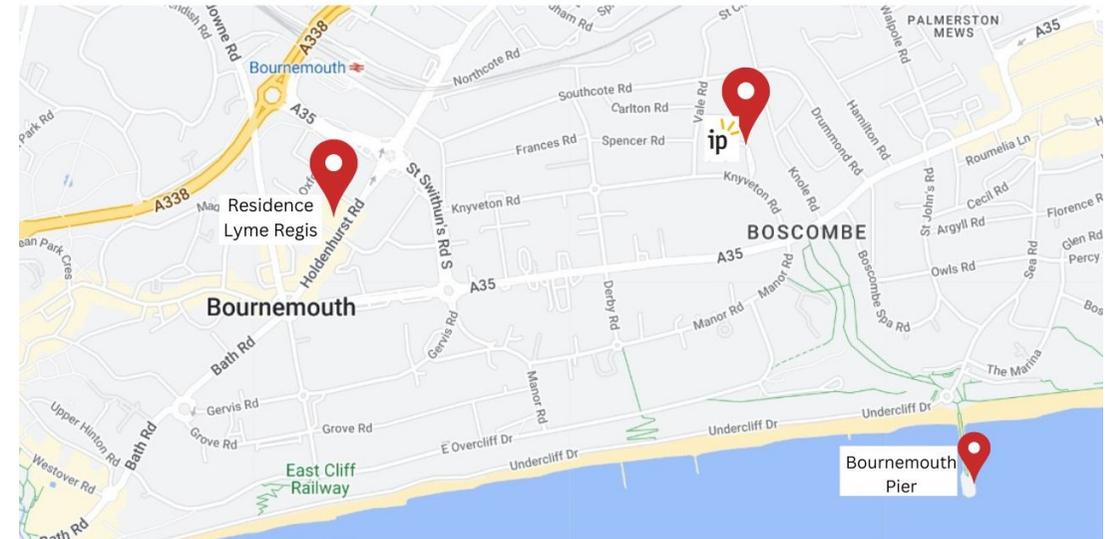
Accommodation  
Lyme Regis  
69 Holdenhurst Rd  
Bournemouth BH8 8FT

E-mail: [bournemouth@internationalprojects.com](mailto:bournemouth@internationalprojects.com)  
Mobile: 0044-(0) 7563 245308

(Emergency number: Centre Manager and airport transfer coordinator (English speaking staff member))

Phone: 0044-(0)1202-618279  
E-Mail: [info@internationalprojects.com](mailto:info@internationalprojects.com)  
[www.internationalprojects.com](http://www.internationalprojects.com)

## Your Course Destination Bournemouth



## IP Rules & Regulations for Bournemouth

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 adhered to by all students and must be respected.

- **Respect 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 discriminating, racist or sexist behaviour will not be tolerated.
- **Mandatory Attendance:** The lessons, the daily assemblies/ TTT time to talk, as well as the meals must be attended by all IP students.
- **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. Our staff will accompany students into town. Then, they will have the opportunity to explore the city centre with their friends in pairs or bigger groups for a period of up to two hours. Our staff members will take you back to the campus from the meeting point in the city centre. Students staying with host families must return to their host family for dinner. After dinner they can either stay with their host family or return to campus for the evening programme. 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. 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 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 must be in their rooms at 10.30 pm. Staff members will conduct a night check at 11pm to ensure that all students are in their rooms. Home stay students must return to their hosts straight after the evening programme arriving at the latest by 10.30/11:00 pm depending on walking distance or bus services. We encourage students to go home in groups.
- **Noise:** Please respect the need for quiet of fellow students and residents living nearby particularly after 10pm.
- **Privacy:** The privacy of fellow students and staff must be respected. Do not enter designated areas or rooms of fellow students without permission.
- **Rooms:** Rooms can only be shared by students of the same sex.
- **Damages/loss of keys:** IP will have to be reimbursed for all damages or loss of keys. In accidental cases, the damages are probably covered by your insurance.
- **Theft:** Please always take care of your belongings as we do not take responsibility for lost or stolen items. We report all thefts to the police. In case no safe and lockable room is available we offer a secure area in our office to store valuables.
- **Fire safety:** Fire doors cannot be blocked or left open. Setting off fire extinguishers will be dealt with as an act of vandalism. There is a 300 GBP penalty charge for setting off the fire alarm unnecessarily.
- **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.
- **Weapons:** Carrying weapons of any kind (flick knives, tear gas, etc.) is forbidden.
- **Tattoos/Piercings:** Students under the age of 18 are not allowed to get tattoos or piercings during their stay.
- **Swimming:** Please note, that sea swimming is not an IP organised activity, and you are asked not to swim in the sea during your stay.

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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 during lessons and assemblies is not allowed. If disregarded, staff may confiscate the mobile phone. IP is not liable for the loss or damage of mobile phones.
- **Social Media:** Students are not allowed to post pictures and/or videos of other participants which may harm their reputation and/or violate their privacy. Please post responsibly.
- **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](mailto:info@internationalprojects.com)  
For more information on our complaints procedure and our policy on abusive behaviour please see:

[https://cdn.europa-school.co.uk/download/ESE\\_Complaints\\_Procedure.pdf](https://cdn.europa-school.co.uk/download/ESE_Complaints_Procedure.pdf)