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## Junior Summer Course Ringwood

**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 Ringwood at least one week before your trip starts, so that we know when to expect you.

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

Our supervisors will then give you directions to the meeting point. Please make your way to: International Projects – Ringwood, Moyles Court School, Moyles Court, Ringwood BH24 3NF, United Kingdom.

### 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 the 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 desk 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 need 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 to fill out the parental consent form:

<https://forms.office.com/e/Dpnj2L1aGm>

## 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 cream / 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 Ringwood

Moyles Court  
Ringwood BH24 3NF  
United Kingdom

0044 (0)7553 860009

**europa** **international ip**  
school of english language courses abroad



## Entry into England

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

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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 cards are not accepted anymore!

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.

## Moyles Court School

Your English summer school is based on the edge of the stunning New Forest National Park, you will live and study in a charming, converted 17<sup>th</sup> Century manor house surrounded by beautiful countryside and the wild ponies of the New Forest.

The lively beach town of Bournemouth is a short drive away and the historic quaint market town of Ringwood is even closer.

Our English summer school is located on a green, spacious campus. The IP Ocean Lounge, where you will be able to meet friends from all over the world and where most of our activities take place, is situated in the centre of the campus in the main manor house. A laundry service is available on campus and one wash is done weekly for students included in the price. A lockable cupboard is available in the centre, for you to store any valuables should you wish. Bedlinen in your accommodation is provided and will be changed once a week. Towels are not provided. The rooms and bathrooms are cleaned regularly; but please keep your room tidy.

You will get full board accommodation that includes breakfast, warm lunch and dinner. All meals are taken in the self-service refectory on campus. After your meal we kindly ask you to clear away the dishes.

## Accommodation at Moyles Court School

Live and socialise with your fellow students from many different countries in a real English boarding school atmosphere! At Moyles Court, you will stay in multi-

bedded rooms with between 2 and 6 beds in each room. There is 1 boarding house with 41 beds on two floors. Bathroom facilities are shared with around 1 shower for every 5 students and 1 toilet for every 6 students.

### The rooms

All the rooms are large with enough space for wardrobes desks and chairs for all students. Some beds are mid sleepers or bunks, but most are standard single beds. There are shared toilet and shower facilities on each floor.

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

## 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/7MezXpFB2w>



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

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

Classes are normally held Monday to Friday from 9:00 to 12:30. The four morning lessons focus on the main areas of language learning: grammar, vocabulary, reading, listening comprehension, communicative activities, and communication practice.

Our aim is to provide you with the vocabulary and grammar necessary for effective communication, with a special focus on listening and speaking skills, in order to improve your communication skills and overcome the barrier of shyness when speaking.

## 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

Moyles Court offers a day programme for local English students, so we have the unique opportunity to offer an immersion programme with local English children after lessons Monday to Friday, except on our half day trip days. Activities are carefully designed to encourage friendships and communication with native British speakers. 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. The majority of the activity programme as well as the lessons will take place on the large campus. Apart from that, you can relax in the IP Ocean Lounge with snacks, drinks, and music, while meeting up with new friends. We are newly introducing an activity app for your smart phone. You find all the activities offered and choose with your friends what you would like to do.

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 £58 for an additional full-day trip.

## Pocket Money

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

### 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



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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 to 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 accounts 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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## Your Course Destination Ringwood

### For the pin board at home

IP Ringwood  
International Projects Ringwood  
Moyles Court School  
Moyles Court  
Ringwood  
BH24 3NF UK

E-mail: [ringwood@internationalprojects.com](mailto:ringwood@internationalprojects.com)

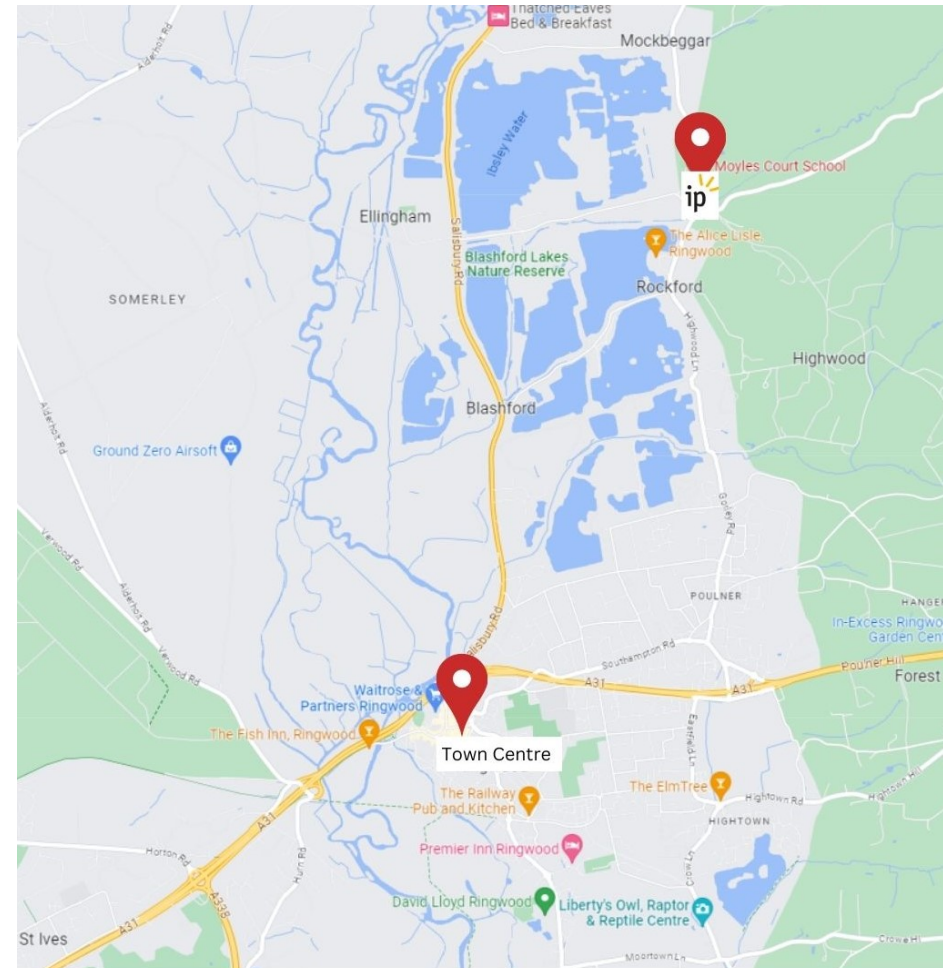
Mobile: 0044-(0)7553 860009

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

Phone: +44 (0)1202 - 618279

E-mail: [info@internationalprojects.com](mailto:info@internationalprojects.com)

[www.internationalprojects.com](http://www.internationalprojects.com)



## IP Rules & Regulations for Ringwood

These are our rules and regulations to ensure that you behave responsibly and safely during your summer course in our centres. These rules must be adhered to and must be respected by all students.

- **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.  
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.

- **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. 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.

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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)