

*Elac*

STUDY VACATIONS

# Prior Park Centre Guide



Accredited by the



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## Introduction

This guide contains information relating specifically to our Prior Park Centre. For general information please see our “Guide to Elac Courses 2017”.

## Head Office

22 Milsom Street, Bath, BA1 1DE

Tel. 01225 443261,

Email: [info@elac.co.uk](mailto:info@elac.co.uk)

Website: [www.elac.co.uk](http://www.elac.co.uk) | [www.elaceducation.com](http://www.elaceducation.com)

## Welcome to Bath

The city of Bath, a World Heritage Site, is one of the most fascinating cities in England. The city, which developed around its hot spring waters, is a remarkable blend of Roman, medieval and Georgian architecture, combined with a thriving shopping centre and excellent leisure facilities.

Bath offers the following:

- One of the finest examples of a Roman spa in Britain
- Excellent shopping centre with many small boutiques alongside the better known shops
- Superb restaurants, cafes and coffee bars
- Regular exciting street entertainment
- Two local cinemas (including a Multiplex) showing the latest films
- Several theatres including The Theatre Royal, one of the best theatres outside London
- A great many museums and historical sites
- Excellent leisure facilities including parks, sports centres and the Bath spa
- Easy access to walking in the beautiful Somerset countryside
- Fast train service to London every half hour
- Close to many great places of interest such as Bristol, Oxford, Stonehenge and Glastonbury



## Prior Park School

Our course takes place at Prior Park, an impressive independent school with amazing views overlooking Bath. The building was originally built in the Palladian style for Ralph Allen, a wealthy businessman who wanted to demonstrate the beauty of Bath stone. Set in 57 acres of parkland, the grounds provide a wealth of sports facilities including tennis courts, AstroTurf pitches and football pitches.

In addition to the main school building there are purpose-built and well-equipped classrooms, a school hall for drama productions, discos and talent shows, arts and crafts and music rooms. Coach transport is provided to take students to and from their homestay provider.

Private coach transport is provided to take students to and from their homestay provider.

## Homestay Accommodation

Elac families are chosen with great care by our Homestay co-ordinators, who visit every family to get to know them and to inspect the accommodation provided. It is essential that all our families provide a warm welcoming atmosphere for our students where they can really feel at home. Homestay providers also have to comply with British Council standards, and have a current DBS Certificate (Disclosure and Barring Service).

Students can expect a comfortable bedroom with somewhere to study and shared bathroom facilities. Breakfast and an evening meal are served daily, and a packed lunch is provided for excursions.

Most importantly, students are encouraged to speak English at every opportunity within the family.

## Student Welfare and Medical Care

All our staff are employed using stringent recruitment methods and receive training regarding student welfare and child protection. Furthermore our teachers are fully briefed to notice if a student is not performing well in class, or appears unhappy. They will report such occurrences immediately to the Welfare Officer, who can then investigate and take the appropriate action. We maintain a good supervision ratio of staff to students, both during activities on-site and excursions off-site.

We keep a record of all students' medical conditions and requirements, so all staff are aware of specific conditions, e.g. food allergies.

If a student becomes unwell, we will take them to a local doctor's practice, which is used to dealing with students during the summer months. The campus has first aiders on site. For out of hours incidents, we can contact the Urgent Care department at the Royal United Hospital in Bath. The RUH can deal with a student who is seriously unwell or has an accident. A First Aid box is kept in the Elac office and basic kits are taken on all excursions. At least one member of the Elac team will be trained in First Aid and will be on-call throughout the day when the students are in English classes or participating in activities. Any injuries/accidents should always be reported to the Elac Office. For further information on our Welfare Policy, please see our "Guide to Elac Courses 2017".

## Academic Programme

Students receive 3 hours of English tuition divided over 3 lessons in the morning or afternoon, four or five days a week; a total of 15 hours per week. There is a balance between language and skills development in mixed nationality classes, with a maximum of 15 students to a class. Students use an Elac workbook which also acts as a record of the student's stay. For more information about Elac's academic programme, please see "Guide to Elac Courses 2017".

## Trinity Examination

For students who wish will be prepared and entered for the Trinity Examination at the appropriate level we have to decide quickly the most appropriate level so any prior input from Group Leaders regarding students' grades would be invaluable and much appreciated.

Preparation for the exam takes place in three additional sessions organised in the afternoons or evenings immediately prior to the exam.

There is an additional charge for entering the exam.

For your information, the exam is offered at 12 Grades. These are as follows:

Initial Stage:           Grade 1; Grade 2; Grade 3.

Elementary Stage:    Grade 4; Grade 5; Grade 6.

Intermediate:         Grade 7; Grade 8; Grade 9.

Advanced:             Grade 10; Grade 11; Grade 12.

It is envisaged that the majority of our students will be entered across grades 3 to 8.

## Activity Programme

We believe that improving students' English doesn't just happen in the classroom. Our sports and activity programme during the day and in the evening gives students' opportunities to enjoy a variety of sports and activities and practice their English in mixed nationality groups.

We have introduced an "activity carousel" into the activity programme in all our centres. The carousel organises students into small multi-national groups who do a number of activities together throughout the course, such as team games, softball and drama. We feel that this element of our programme will help students gain confidence and fluency with their English as well as encouraging them to interact with more students of different nationalities.

### Sports

Prior Park College has excellent sports facilities including a gym, a swimming pool, an astroturf pitch, outdoor tennis courts and lots of playing fields on the campus.

Students will have the opportunity to take part in a wide range of sporting activities which involve inter-group competitions as well as individual competitions. Trophies and prizes are awarded at the end of the course for the winners.

### Activities

Arts and Crafts: These include designing t-shirts and bags, making key rings, book marks, collages, etc.

Aerobics: A very popular activity with girls, but boys are welcome, too!

Dance: For those students who are interested in dance, we will offer a dance class as required.

Drama: A great way for students to practise their English, make friends and prepare for the Talent Show.

Treasure and Photo Hunts: Mixed-nationality groups working together, following clues and hoping to be the first to complete the challenge!

Special Interest Groups: Elac always makes a special effort to cater for any special interests that our students may have. We cannot always guarantee these, but if any students are especially interested in an alternative activity, please tell us and perhaps we can organise a workshop or other suitable event.

Music Workshop: An opportunity for students to participate in sessions focusing on different aspects of music, such as rhythm, drumming or dance.

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### Evening Programme

Evening activities take place on three evenings a week. The other evenings are spent with the homestay provider. There will be a wide range of evening activities to give the students the opportunity to have fun and make friends. These will include:

**Discos:** All these will take place at a nightclub in Bath which is turned into an International student disco on Friday evenings.

**Sports/Activities:** On certain evenings we will hold more sports competitions, “Fun Olympics” as well as other activities like treasure trails. Details will be clearly posted on notice boards.

**Talent Show:** This is self explanatory and all students are invited to “show everyone their talents”.

**Quiz Nights:** These involve international questions although some parts designed to improve the students’ cultural knowledge of Britain. It is organised in teams and there are prizes for the winners.

**Karaoke:** You don’t have to be the greatest singer in the world to have a go, but you may be!

**Murder Mystery Night:** There’s been a murder – students must interview some interesting characters to solve the mystery.

**“Casino Royale”:** A fun night with roulette, playing cards, etc.

### Club International

This is a young person’s club where there will be music, games and a tuck shop and other amusements. It is designed as a meeting place for our students to relax, come together and make friends.

## Our Excursions

Our included excursions at Prior Park visit a number of fantastic local cities and sites. We recommend to our groups to visit Stonehenge and Salisbury rather than London because of the travel time involved and also because many students will have visited London previously. However, we recognise that for some groups it is essential to include a visit to London, and so the choice is yours!

### Stonehenge & Salisbury or London

Our excursion to **London** will begin with a walking tour of the city – the best way to see all the world-famous landmarks. Whether this is your first visit or not, we're sure that you will want to have a chance to see Buckingham Palace, The Houses of Parliament, Westminster Abbey, Trafalgar Square and much more. At the end of the sightseeing tour, you will have some free time in Oxford Street (or another location your group has chosen) to visit some shops and buy souvenirs.

If you want to do something different with your afternoon, London has something for everyone. Here are some alternative activities we can help you arrange:

- Natural History Museum
  - Science Museum
  - London Eye\*
  - The Shard\*
  - Covent Garden
  - British Museum
  - National Gallery
  - London Aquarium\*
  - Camden Market
- (\*additional costs)



**Stonehenge** is a prehistoric monument located in Wiltshire, 8 miles north of Salisbury. One of the most famous sites in the world, Stonehenge is the remains of a ring of standing stones, which archaeologists believe was constructed from 3000 BC to 2000 BC. The site and its surroundings were added to the UNESCO's list of World Heritage Sites. A visit to Stonehenge includes a guided tour of the site.

**Salisbury** is a cathedral city in Wiltshire, and the only city within the county with a population of 41,682. Known as 'the city in the countryside', Salisbury is surrounded by a landscape so quintessentially English it's almost too good to be true.

Within the Chapter House at Salisbury Cathedral you'll find the best preserved of the four original Magna Carta manuscripts dating from 1215AD.

With timbered buildings, an Early English Gothic Cathedral home to the famous Magna Carta, a thriving market, a buzzing arts scene, museums and some of England's finest historic houses there are many things for you waiting to be explored.

A visit to Salisbury includes a tour of the city, entrance to the cathedral and some free time to look around the city or to do some shopping.

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### **Oxford**

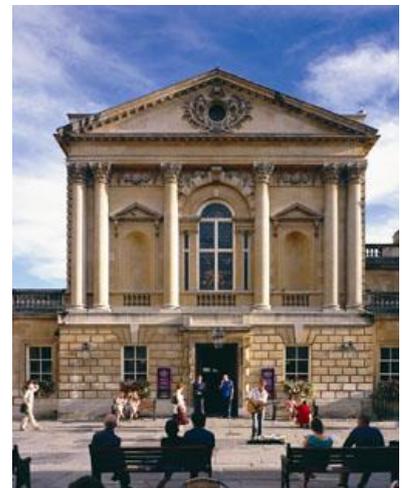
Oxford is a city with a long history, much of it surrounding the university, which together with Cambridge are among the oldest and best known universities in Europe. Oxford University is made up of a number of independent colleges, and these are scattered throughout the city centre. During the visit you will have the opportunity to visit one of these colleges, so that you can get a feel of what it is like to study there.

If you visit Oxford you can't escape the presence of the colleges, however Oxford has a history going back to Roman times, and if you want to explore this, there is an excellent museum you can visit.

Perhaps you'll want some time to relax too: if so, you can spend time in Oxford's modern shopping centre or visit the covered market; alternatively, you can try your hand at punting on the river – be careful, though, it is not as easy as it may look!

### **Bath**

Bath is a fascinating city and there are many places to explore. Our visit includes a tour of the famous Roman Baths, with an audio guide available in different languages. There is then a walking tour taking in the main sites, like Bath Abbey, Pulteney Bridge, and the Royal Crescent. There is also time to sample some of the many shops on offer.



### **Bristol**

Bristol is the eighth largest city in the UK with a population of just under half a million people. It is a bustling city with a vibrant music scene and is home to the street artist Banksie. The city has an interesting seafaring heritage, and much of the dock area has been redeveloped as a leisure area with many cafes and restaurant and public spaces.

Our visit to Bristol begins with a chance to view and walk across the Clifton Suspension Bridge, built by the renowned engineer Isambard Kingdom Brunel. Following this we will visit another of Brunel's achievements, the SS Great Britain, the first iron hulled ship to cross the Atlantic.

There will be free time to visit the large recently constructed indoor shopping centre, Cabot Circus, or else to follow the 'Banksie trail' and see some of the street art in the city, or to visit the city museum.

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### Example Timetable

#### Meals

All meals (except lunches Monday to Friday and 1 evening meal per week) are taken with the homestay provider. The homestay provider also provides a packed lunch for the Saturday excursions.

#### Lunches in Prior Park

12.15 – 13.45. There are several choices of menu, which always include vegetarian dishes as well as a selection of hot and cold dishes.

#### Home time

If students are out at an evening activity they should be back by 10.30 pm at the latest.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning	Arrivals	Testing & Induction Lessons	Lessons	Lessons	Full Day Excursion	Lessons	Full Day Excursion
Afternoon		Activity Carousel	Explore Bath (Walking Tour)	Activity Carousel	Stonehenge & Salisbury (or London)	Activity Carousel	Bristol (inc SS Great Britain)
Evening		Hosts	Hosts	College Event (dinner in College)	Hosts	College Event (dinner in College)	Town Disco (dinner with hosts)
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning	Day With Hosts	Activity Carousel	Explore Bath (inc. Roman Baths)	Activity Carousel	Lessons	Activity Carousel	Full Day Excursion
Afternoon		Lessons	Lessons	Lessons	Lessons	Lessons	Oxford (Inc College)
Evening		Hosts	College Event (dinner in College)	Hosts	College Event (dinner in College)	Town Disco (dinner with hosts)	Hosts
Departures Sunday							

## **Other Information**

### **Airport Arrivals**

On arrival at the airport, proceed through immigration and on exiting the customs hall look for the Elac representative, wearing a blue Elac T-shirt, holding a large sign with the Elac logo. You will then be taken by coach to Bath. On arrival, you will be met by our staff and one of our homestay organisers. They will introduce you to your homestay provider who will take you to your “English” home. You will be given a programme for registration and orientation on the following day.

### **Registration**

All students will be formally registered prior to or after their assessment test. They will receive the following items: Student workbook and course programme, and an Emergency Card.

### **Elac Main Office and Information Centre**

Elac has a dedicated office and its location will be given out when you arrive. We will try to have everything you need available in this centre, so if you require anything at all, please come in and ask.

### **Fire Safety & Drills**

Students will be informed of fire safety procedures on their first day, and take part in a practice fire drill. Group leaders will be asked to explain to students in their own language the safety procedures.

### **Excursion Meals**

All students will be issued with a packed lunch from the school (or their homestay provider), or with a food voucher to use in shops or restaurants on the excursion. A packed lunch will usually comprise of: sandwich, crisps, fruit, cake/chocolate bar, mineral water/drink, or similar. Students will have a meal with their homestay provider on their return in the evening.

### **Mailing Address**

All correspondence for your students should be sent to the following address:  
c/o Elac Study Vacations, Prior Park College, Ralph Allen Drive, Bath, BA2 5AH

### **Key Replacement**

If you are issued with keys from your homestay provider NEVER keep them in the same container as anything with your homestay provider’s address. If these things are lost together an individual immediately has a key with an address. Also, if lost in this manner, the cost to the student is expensive as all house locks must be changed, at a cost of £100.

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### Laundry

Your homestay provider will do your laundry on a regular basis. Ask them where you should put it.

### Safe

A safe for passports, tickets and valuables is available at the Elac office.

### Taxis

We recommend Abbey Taxis which provide a very good local service tel. 01225 444444. If students use a taxi they should always ask for a receipt and travel in groups of three/four to keep costs down.

### Places of Worship

Below is a list of local places of worship:

**St Michael's Church** (Christian) Broad Street, Bath

tel. 01225 447103

**St Johns Church** (Catholic) South Parade, Bath

tel. 01225 464471

**Bath Islamic Society** (Muslim) 8 Pierrpoint Street, Bath

tel. 01225 460922

**Bristol Progressive Jewish Congregation** (Jewish) 43/47 Bannerman Road, Bristol

tel. 0117 954 1937

### Banks

All major national banks are nearby in the town centre (15 minutes walk). All have exchange facilities if students need to cash travellers' cheques or change currency.

### Useful Telephone Numbers

<u>POLICE, FIRE, AMBULANCE, COASTGUARD:</u>	<u>999 (EMERGENCIES ONLY)</u>
Police – non emergencies	0845 6070999
Elac Head Office (Bath):	01225 443261
Elac Prior Park 24 hour emergency:	07960 168052
Royal United Hospital	01225 428331

### What to Bring

A small rucksack for excursions is useful.

A pen/pencil and other stationary items for use in the classroom.

The following items of clothing are recommended:

Casual clothing for lessons

Comfortable shoes for excursions

Waterproof jacket

Trainers and sports clothes

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Swimwear, swim towel

Something smart for disco/talent show

Electronic devices (camera, mobile phone) – please look after these!

Electrical Adaptor (which MUST comply with EU standards)

Toiletries

A water bottle – for sports and activities

Please label all your items with your name in case they get lost. Towels are provided by the homestay provider.

## Rules and Regulations

### Damages

Group Leaders should hold a deposit equivalent to £25 per student, which will be returned at the end of the course if there are no damages. It will be the responsibility of the Group Leader to investigate and pay for any damages. Individuals should pay the deposit to the Welfare Officer.

Prior Park imposes the following charges:

- a) Call out charge for fire alarms set off without good cause: £75.00 (9.00am – 5.30pm)
- b) Call out charge for fire alarms set off without good cause: £100.00 (5.30pm – 9.00pm)
- c) Replacing/refilling fire extinguishers set off without good cause: £100.00

### Security

Students must lock all windows and doors on leaving their homestay provider's home and follow security procedures explained by their homestay provider on arrival.

### Noise

Students must keep noise to a minimum when returning to their homestay provider in the evening.

### Smoking and Alcohol

It is illegal to smoke in any indoor public places. There is no smoking allowed on the St Andrew's campus, except for designated areas for staff. No alcohol is permitted in any of our junior vacation courses regardless of age

### Mobile Phones

All mobile phones must be switched off during lesson times. Any students breaking this rule will have their phone confiscated for the remainder of the school day.

## **Advice for a Happy Stay with a Homestay Provider**

Your homestay provider is looking forward to having you to stay as part of their family, and want to give you an enjoyable experience. Here are some useful things to remember, that will help you have an enjoyable stay as well.

Every home has its own rules and some of your homestay provider's rules may be different to yours. If you don't understand anything, please ask! Your homestay provider will be happy to explain anything to you. It may be the practice in your family for all the children to help out with family jobs, like clearing the table. It is good if you can take part in this way too; however, if you have concerns over what you are being asked to do, then don't be afraid to speak with your Group Leader or the Centre Manager.

You may feel homesick. This is normal. If you do feel homesick or anxious, talk to your homestay provider or your Group Leader. If you are feeling ill, let your homestay provider know. They can arrange for you to visit a local doctor.

Please treat the homestay provider with respect, showing politeness and letting them know what your plans are, e.g. if you are going to be late back one evening and don't require a meal. It is a good idea to exchange telephone numbers if you have a mobile. If you do come back late, please remember to be quiet as some family members may be asleep.

Please also treat their property with respect, and let them know if something gets damaged. You may be asked to pay for any repairs or replacements. Remember to ask permission to use the telephone, computer, etc.

When using the bathroom, remember that other people will also want to use it, so don't waste hot water, and don't flush anything unsuitable down the toilet.

Try to keep your room tidy: put litter in the bin, make your bed, hang up your clothes. Please don't eat food in the bedroom or smoke.

At mealtimes, you will be expected to try different food. This is part of the experience of staying with a homestay provider. If there is anything you cannot eat, please explain this to the homestay provider.

Your homestay provider will do your laundry for you, so ask them when this will happen, and where to put your clothes.

Please look after your valuables – it is best to give them to the Group Leader to look after, rather than leave them in your room.

Some homestay providers will give you a key. It is very important that you look after this, and don't keep it with anything that has your homestay provider's address on it.

When you leave, please check you have all your belongings and have given the key back to your homestay provider.



Course Centres:

**St Andrew's School, Eastbourne**

Homestay for 14 – 17 years

**Prior Park College, Bath**

Homestay for 14 – 17 years

**Eastbourne College, Eastbourne**

Residential Stay for students 12 – 17 years

Homestay for 14 – 17 years

**Christ's Hospital School, Horsham**

Residential Stay for students 12 – 17 years

**Mayfield School, Mayfield**

Residential Stay for students 10 – 16 years

**Jubilee Campus, University of Nottingham**

Residential Stay for students 12 – 17 years

**Metropolitan University, Cardiff**

Residential Stay for students 12 – 17 years

**Bath Spa University**

Residential Stay for students 12 – 17 years

Children just under or over these ages may be accepted on the course under certain circumstances. Please contact the Elac office for further information.