

Elac

STUDY VACATIONS



Bath Spa Centre Guide

Accredited by the
 **BRITISH
COUNCIL**
for the teaching
of English in the UK



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Introduction

This guide contains information relating specifically to our Bath Spa Centre. For general information please see our “Guide to Elac Courses”.

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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



Bath Spa University

Our course takes place at Bath Spa University, a spacious campus just four miles outside Bath. Period and modern buildings blend together against a beautiful backdrop of fields, lake and woodlands, designed by well-known architect Capability Brown in the 18th century.

Modern facilities include state-of-the-art classrooms, ICT, and both indoor and outdoor spaces for drama, art and music, as well as sports fields.

There are plenty of green areas, perfect for sitting with friends, studying in the sun or admiring the view. Standard and en-suite accommodation is available on site.

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.

Residential Accommodation

Residential accommodation is in purpose-built blocks, conveniently located close to the main study area. All rooms are single. Some are en-suite and some share bathroom facilities. All accommodation has communal kitchens and common rooms, and secure entry.



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 student's medical conditions and requirements, so all staff are aware of specific conditions, e.g. food allergies.

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If a student becomes unwell, we will take them to a local doctor's practice 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".

Academic Programme

Students receive 3 hours 20 minutes 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".

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

As with all Elac courses we offer a wide range of sports and activities. These include football, basketball, volleyball, aerobics and table tennis. Swimming takes place at the central pool in Bath.

Students can also enjoy a range of non-sporting activities including drama, dance, IT, arts and crafts.

The varied social programme includes BBQs, discos, talent shows, parties and games evenings, where everyone can have fun and make friends while practising their English with students from other countries.

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

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 be on campus. A full disco with light show will operate and the disco will be open to all students.

Cinema: Students will be able to see new and classic films on a huge screen on-campus... in English, of course!

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 Bath Spa University 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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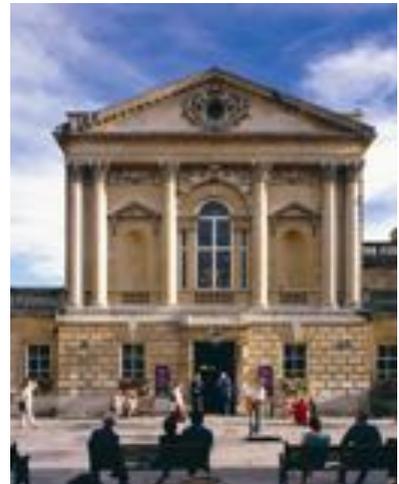
Cardiff

This excursion involves a visit to Cardiff Castle, followed by free time for shopping and a look around the city centre. Cardiff Castle is one of Wales' leading heritage attractions and a site of international significance. During 2000 years of history, the Castle has been a Roman Garrison, a Norman stronghold and in Victorian times was transformed into a gothic fairytale fantasy.



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

Homestay students: All meals (except lunches Monday to Friday) are taken with the homestay provider. The homestay provider also provides a packed lunch for the weekend excursions.

Residential students: All meals are taken in the University Centre.

Breakfast

7.30 – 9.00. This is a continental breakfast with a full English breakfast served once a week.

Lunch

12.15 - 14.00. There are several choices of menu which always include vegetarian dishes as well as a selection of hot and cold dishes. Students are not restricted to one serving.

Dinner

17.30 – 19.30. Again there are several choices of menu which always include vegetarian dishes as well as a selection of hot and cold dishes. Students are not restricted to one serving.

Evening Timetable

This will vary but most activities will start at 19.30. Students should look at the notice boards and listen for announcements at the daily meetings.

Bedtime and Lights out (Residential Students)

Students must be in their houses by 22.15 at the latest and in bed with lights out by 23.00.

Home time (Homestay Students)

If students are out at an evening activity they should be back by 22.30 pm at the latest.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning	Arrivals	Testing & Induction Lessons	Lessons	Lessons	Lessons	Lessons	Full Day Excursion
Afternoon		Activity Carousel	Bath Sports Centre Sports/ Swimming	Activity Carousel	Half Day Excursion Roman Baths	Activity Carousel	Cardiff (inc. Castle)
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning	Activity Day Or Free time in Bath	Activity Carousel	Bath Sports Centre Sports/ Swimming	Activity Carousel	Half Day Excursion Bristol	Activity Carousel	Full Day Excursion
Afternoon		Lessons	Lessons	Lessons	Lessons	Lessons	Stonehenge & Salisbury (or London)
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 Spa. On arrival, you will be met by our staff and shown to your rooms. 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. There are also signs in the accommodation with this information. 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 from the school will comprise of: sandwich, crisps, fruit, cake/chocolate bar, mineral water/drink, or similar. On our return in the evening, a late dinner will be taken in the school dining hall.

Mailing Address

All correspondence for your students should be sent to the following address:
c/o Elac Study Vacations, Bath Spa University, Newton St Loe, Bath, BA2 9BN

Key Replacement (Homestay Students)

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.

Laundry

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

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Residential students: Coin operated washing machines/dryers are available to use near the residential blocks.

Safe

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

Taxis

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

Banks

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

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

Useful Telephone Numbers

POLICE, FIRE, AMBULANCE, COASTGUARD: 999 (EMERGENCIES ONLY)

Police – non emergencies	0845 60 70 999
Elac Bath Spa Office:	t.b.c
Elac Head Office (Bath):	01225 443261
Elac Bath Spa 24 hour emergency:	07496 384638
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

Swimwear, swim towel

Something smart for disco/talent show

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

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Electrical Adaptor (which MUST comply with EU standards)

Toiletries

A towel

A water bottle – for sports and activities

Please label all your items with your name in case they get lost.

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.

Bath Spa University 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 – 9.00am)
- c) Replacing/refilling fire extinguishers set off without good cause: £100.00
- d) Replacing Lost Keys: £100.00

Security

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

Noise

Students must keep noise to a minimum when returning to their homestay provider or residential accommodation in the evening. They must respect other students within their accommodation and avoid disturbing them.

Smoking and Alcohol

It is illegal to smoke in any indoor public places. There is no smoking allowed on the Bath Spa campus, except for a small designated area 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.

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Advice for a Happy Stay with a Host updated Jan 2018

Your host is looking forward to your visit, and wants 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 host's rules may be different to yours. If you don't understand anything, please ask! Your host will be happy to explain anything to you. It may be the practice in the home for the children to help out with 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 host or your Group Leader. If you are feeling ill, let your host know. They can arrange for you to visit a local doctor, or to stay at home for a while.

Please treat your host with respect, showing politeness and letting them know what your plans are, eg. if you are going to be late back one evening and don't require a meal. It is a good idea to exchange mobile telephone numbers, and remember to keep it charged! If you do come back late, please remember to be quiet as some family members may be asleep. Please keep to your curfew times.

Please also treat your host's 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, put your clothes away. Please don't eat food in the bedroom, smoke, or light candles. Be careful with nail varnish, nail glue and hair dye, and don't leave hair straighteners on, or rest them on furniture. Also, don't jump on the beds!

At mealtimes, you will be expected to try different food. This is part of the experience of staying with a host. If there is anything you cannot eat, or if you would like some more food, please explain this to the host.

Your host will do your laundry for you once a week, so ask them when this will happen, and where to put your clothes.

Please look after your valuables and don't leave money around – it is best to give them to the Group Leader to look after, rather than leave them in your room.

Some hosts will give you a key. It is very important that you look after this, and remember to return it at the end of your stay. Also, please check you have all your belongings with you when you leave.

It is important to remember that all hosts and their homes are different. Some have bigger houses than others. Some have tidier homes. Some have modern furniture and technology and others have more basic homes. However, they are all kind, friendly and hospitable hosts who will aim to make you feel welcome.

Please spend as much time with them as you can. Be proactive and ask them questions! Get to know them! You will learn English customs and your English will improve! Hopefully you will make some very good English friends too.

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Course Centres:

St Andrew's School, Eastbourne

Homestay for students 14 – 17 years

Ardingly College, Haywards Heath

Residential Stay for students 11 – 17 years

Eastbourne College, Eastbourne

Residential Stay for students 11 – 17 years

Homestay for students 14 – 17 years

Christ's Hospital School, Horsham

Residential Stay for students 11 – 17 years

Mayfield School, Mayfield

Residential Stay for students 10 – 15 years

Nottingham University, Nottingham

Residential Stay for students 11 – 17 years

Cardiff Metropolitan University, Cardiff

Residential Stay for students 11 – 17 years

Elac Study Centre, Bath

A Year Round Centre with both Homestay and Residential
Accommodation available, and flexibility of ages

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