

Ardingly

Centre Guide



elac 
study vacations

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Ardingly

Ardingly is a traditional village, set in an Area of Outstanding Natural Beauty and about 50 km south of London from London. The surrounding woodlands also feature a beautiful reservoir, historic viaduct and botanic gardens. There is a small convenience store, cafe and pub. Nearby towns such as Lewes and Horsham have more facilities such as pharmacies, banks and shops.

Some of what Ardingly and the area have to offer:

- Picturesque village
- Beautiful surrounding countryside with reservoir
- Trains to London and Brighton
- Lively market town of Horsham nearby
- Close to Gatwick Airport



Ardingly College

Our course takes place at Ardingly College, a beautiful red brick boarding school founded in 1858. It is set in 250 acres of grounds. The College combines history and tradition with extensive and impressive modern facilities.

Location

Ardingly College is on the fringe of the village of Ardingly, with grounds that reach down to the nearby reservoir.

Facilities

SPORTS

- 10 Football Pitches
- Six Hard Tennis Courts
- Sports Hall
- Indoor Swimming Pool
- Two Full Size Astroturfs

EDUCATIONAL FACILITIES

- Spacious Classrooms with interactive whiteboards
- Drama Studio
- Assembly Hall

OTHER

- Large Dining Hall



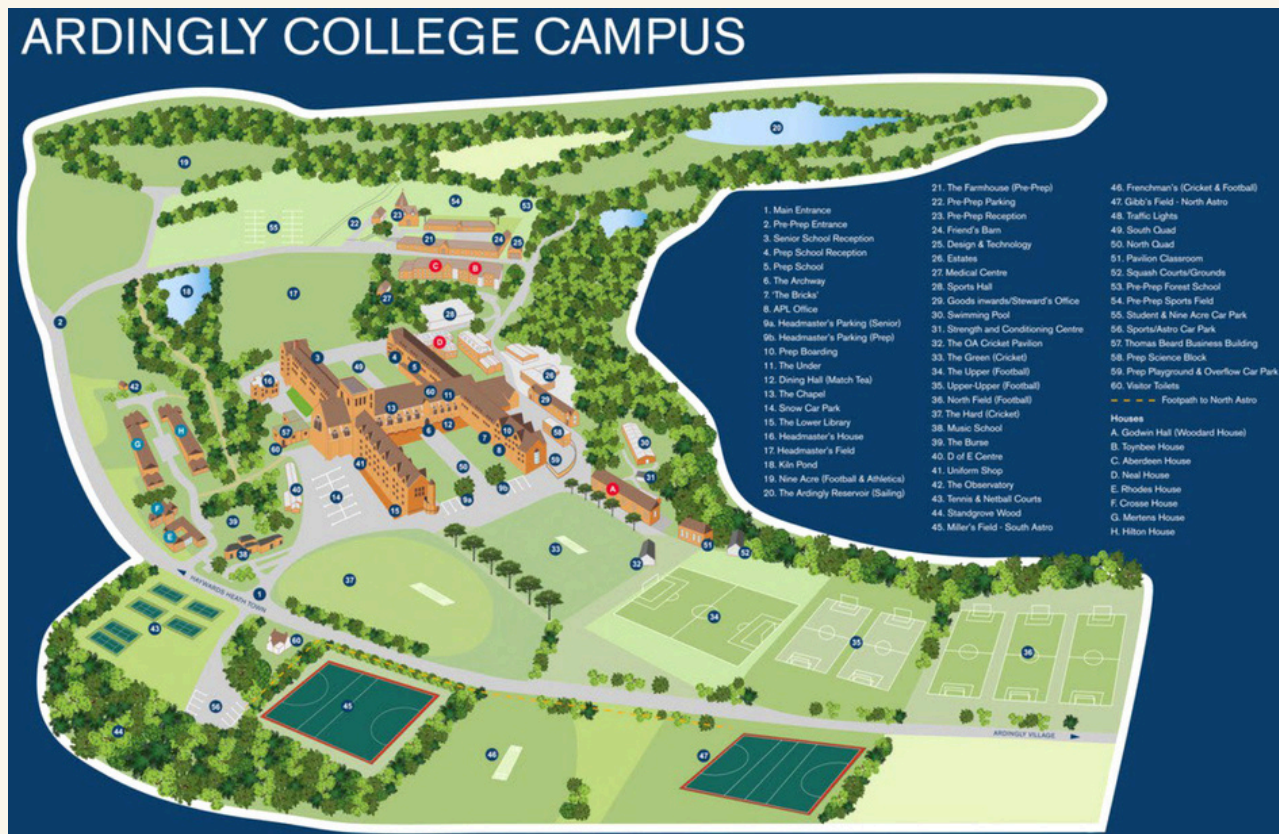
Residential Accommodation

Accommodation is nine boarding houses located throughout the campus, with single, twin and triple rooms. There is a choice of en-suite or shared bathroom facilities. All have access to comfortable communal areas with TVs.



Each boarding house has its own design, but the facilities remain the same and all are within walking distance of all facilities. Rooms are cleaned and bed linen is changed weekly. Some rooms have disabled access.

School Map



Meals



Meals are buffet style and comprise breakfast, lunch and an evening meal. There is a choice of hot and cold food to cater for vegetarians, different allergies, religious diets, etc. There is a choice of cooked or continental breakfast daily. For educational excursions, a packed lunch is provided.

Here is an example menu at Ardingly.

	Day 1	Day 2	Day 3
Breakfast	Grilled bacon, cheese omelette, potato hash browns, baked beans, mushroom	Cumberland sausage, grilled bacon, scrambled eggs, potato rosti	Grilled bacon, fried egg, potato hash, continental meat and cheese choices
	Selection of pastries, choice of fruit juice, tea, coffee, milk, chilled water and natural fruit flavoured water, toast, cereals and condiments		
Lunch	A lighter jacket potato option, freshly made salads, fresh fruit, chilled plain and natural fruit flavoured water		
	Jacked Potatoes/Rice/Pasta Pepperoni and Ricotta Rigatoni Vegetable Chow Mein Herby New Potatoes Courgettes Sweetcorn Chocolate Chip Sponge & Chocolate Sauce	Jacket Potatoes/Rice/Pasta Loaded Beef Nachos Breaded Fishcakes Spanish Inspired Vegetable Paella Saute Potatoes Roasted Carrots Garden Peas Assorted Cold Sweets	Jacked Potatoes/Rice/Pasta Hot Dogs, Meat and Vegetarian Vegetarian Bolognaise Waffle Fries Sauteed Onion Mixed Green Vegetables Freshly made Yoghurt with Assorted Toppings
Dinner	Bread		
	Jacket Potatoes /Rice/Pasta Persian Chicken with Spiced Yoghurt Vegetable Cannelloni Rosemary Roasted Potatoes Honey Parsnips Roast Beetroot Assorted Fruit Smoothies Fresh Fruit	Jacked Potatoes/Rice/Pasta Chicken Tacos Vegetarian Mango, Avocado Salsa Tacos Pilau Rice Mediterranean Vegetables Baked Broccoli Fresh Fruit	Jacket Potatoes/Rice/Pasta Chicken Kiev Mixed Bean & Vegetable Fajita Mashed Potato Fine Green Beans Roasted Parsnips Onion Rings Fresh Fruit

Medical Care & Wellbeing



There is a Minor Injuries Unit at Hurst Road, Horsham, open Monday to Friday. Princess Royal Hospital has an A and E department as well as general wards.

There are local pharmacies nearby if students require medication. Students must hand all medication to their group leader or the Elac Welfare Officer who will then administer it when required.

A First Aid box is kept in the Elac office and basic kits are taken on all excursions.

Safety & Security



CCTV cameras are in the entrances to the boarding houses

Students will be given a unique pin to get into their boarding house. Group Leaders will be given a fob, which can be used to gain access to the building they're staying in, and in most houses can be used to lock/unlock bedrooms in the house (their own and students).

Students must lock all windows on leaving their accommodation and follow security procedures explained on arrival.

When out and about, we will explain to students how they can keep themselves and their belongings safe.

What to bring



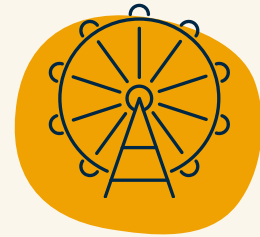
Documents

- **Passport** and copy of it
- Visa document and copy of it (if required)
- Insurance document (including GHIC card if from EU)
- A copy of any medication prescriptions or certificates
- UK currency



Clothing Essentials

- Casual clothing
- Trainers
- Sports clothes
- Swimwear
- Towel (for swimming)
- Costume for disco/talent show
- Bag for dirty laundry
- Towel



For Excursions

- Small backpack/handbag
- Comfortable clothes
- Shoes for walking
- Umbrella
- Waterproof jacket
- Sunglasses & sunscreen



Toiletries & Medicines

- Toiletries, eg shampoo, soap, toothpaste
- Medicines, eg asthma inhaler, contact lens solution
- Please **DON'T** bring "disposable" toilet wipes



Gadgets & Electronics

- Electronic devices (camera, mobile phone, ipad)
- Travel adaptor (UK 3 pin, 13A, 220V - 240V)
- Hair Dryer



Other required items

- Pencil case
- Pen & Pencil
- Notepad
- Water bottle
- Hand sanitizer
- Small chain and padlock
- Any props, costumes or items needed for the Cultural Exchange (Voyagers and Trailblazers)

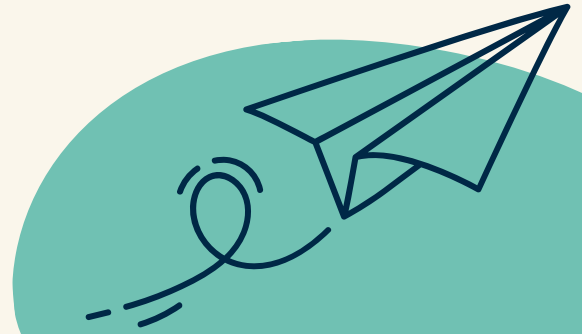
Please label all items, in case they get lost

General Information



Student ages

- Residential: 11 - 17 years
- Individuals: 14 - 17 years



Airport Arrivals

Groups and individuals will be met by an Elac representative at the airport.

Travel to the centre will be by private coach or taxi.

Approximate Transfer times: Gatwick (LGW) 30 minutes, Heathrow (LHR) 1 hour, Stansted (STN) 1.5 hours.

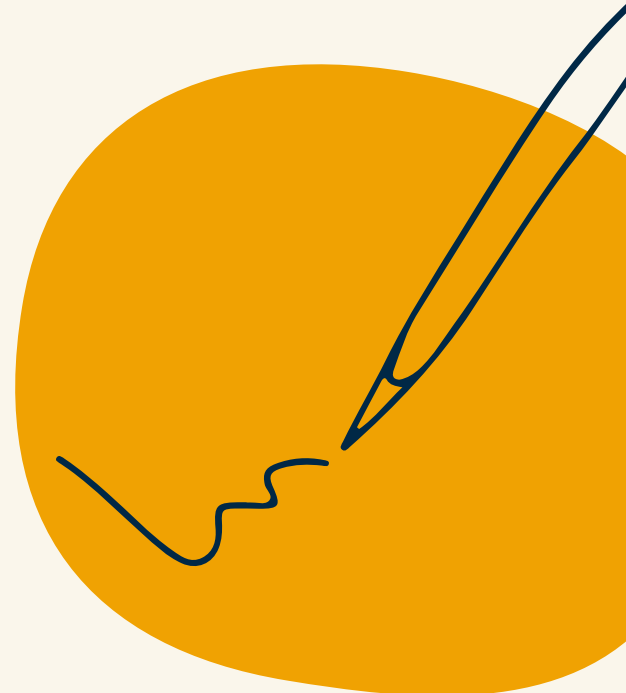
*Individuals who have booked a shared transfer, may have to wait at the airport for up to 2 hours before being taken to the centre.

Day #1 Welcome & Testing

On the first full day of the programme students will:

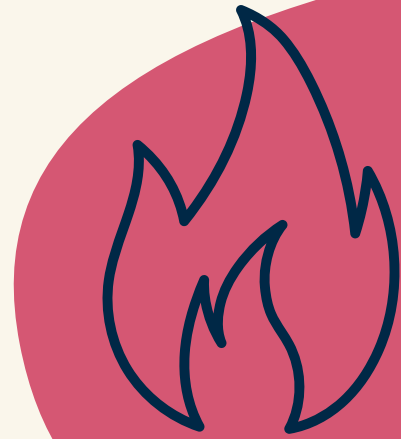
- have a welcome meeting with the Centre Manager,
- an orientation of the centre
- do an English language test (written and spoken)
- have a tour of the local town and some free time.

Students will receive an Elac lanyard with Emergency Contact Card



Fire Safety

- Fire safety procedures on first day
- Practice fire drill for students.
- Fire signage throughout building
- Group leaders explain safety procedures to students in their own language.



Mobile Phones

- All mobile phones must be put on silent and placed in the box provided at the front of the classroom at the start of every lesson.
- Mobile phones must not be used during activities unless required as part of the session.
- Staff may confiscate phones if rules are not followed.

Noise

- Students must keep noise to a minimum when returning to their accommodation
- Curfew is 10pm.



Damages & Replacements

- Fire alarm set off between 9.00 am and 5.30 pm: £100
- Fire alarm set off between 5.30 pm and 9.00 am: £100
- Replacing/refilling fire extinguishers: £120
- Replacement of lost fob/key: £100

The school imposes the above call-out charges for deliberate acts of misuse. Costs for other damages will be handled on a case-by-case basis.

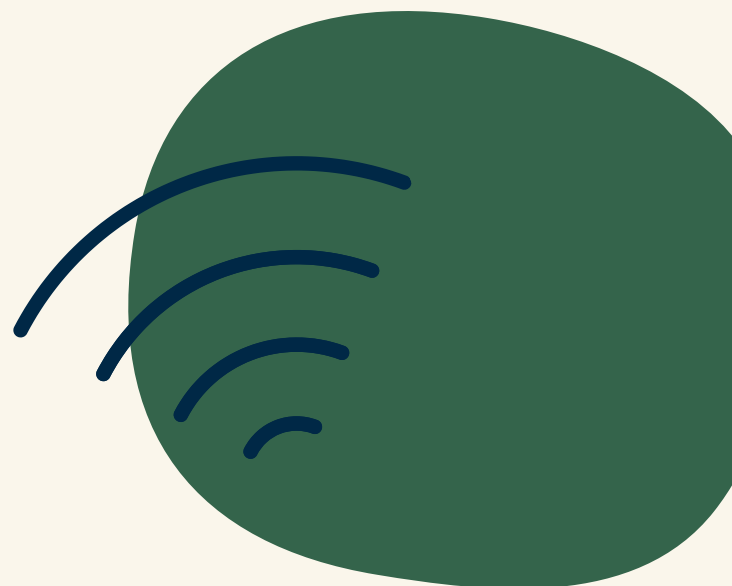


Smoking, Drugs, Alcohol & Vaping

- It is illegal to smoke in any indoor public places - this includes vaping.
- There is no smoking allowed on the campus.
- No alcohol or drugs are permitted in any of our junior vacation courses regardless of age.

Computer and WiFi Access

- Wifi available throughout the site
- Student access to computer room during activities.



Shop

Shop on-site that sells:

- Hot and cold drinks
- Chocolate
- Snacks
- Sweets
- Ice cream

As well as a range of other useful supplies.



Laundry, Cleaning & Bedding

- Laundry is done on a weekly basis (but not in the first week). The price is included in the fee
- Bedrooms and bathrooms are cleaned daily (not weekends)
- Bed linen is provided and is washed once a week

Bank & Post Office

- Selection of banks nearby (Ardingly)
- Post Office in Haywards Heath
- Alternatively, currency exchange can be done whilst on excursions.



Hospital & Medical Care

Princess Royal Hospital and
Newtons Surgery, Haywards Heath



Local Transport

- Haywards Heath station has excellent links to Brighton and London.

Quiet/Multi Faith Room

- All students and Group Leaders can have access to a quiet room for religious observance.
- Please speak to the Elac management team for more information.



Places of Worship

- St Peter's Church (Christian), Street Lane, Ardingly, West Sussex, RH17 6UR
- St Mary's Church (Anglican), Causeway, Horsham, RH12 1HE
- St John the Evangelist (Catholic), 3 Springfield Road, Horsham, RH12 2PJ
- Madina Mosque (Muslim), 2 Park Terrace East, Horsham, RH13 5DN

Useful information

Contact Numbers

- Elac Ardingly Office: 07579814073
- Police, Fire, Ambulance: 999 (emergencies only)
- Police – non emergencies: 101
- Elac Head Office (Bath): +44 1225 443261

School Address

Elac Study Vacations, c/o Ardingly College, College Road,
Ardingly, Haywards Heath, RH17 6SQ

If sending post, please ensure the letter/package is clearly
labelled with the student's name and group.

Head Office

22 Milsom Street,
Bath
BA1 1DE, UK

If you have any queries about this course, please get in touch with our head office.
Further information and photos can be found on our website (www.elac.co.uk).
We hope you enjoy your course in Ardingly.

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