



BLOOMSBURY INTERNATIONAL

Junior Handbook

2019 - 2020

(A guide for Students... and Parents!)



Coming to the UK is exciting!
Make sure you read this guide
and understand how the school works.

Have you got everything ready?

You can use this as a checklist

| | |
|---|--|
| Passport ? | |
| Enrolment Form? | |
| Parental Consent? | |
| Travel declaration (if applicable)? | |
| Accommodation confirmation (if applicable)? | |
| School emergency number? | |
| Group leader contact details (if applicable)? | |
| Emergency contact details? | |

Our contact details:

Bloomsbury International UK Ltd.

6 – 7 Southampton Place

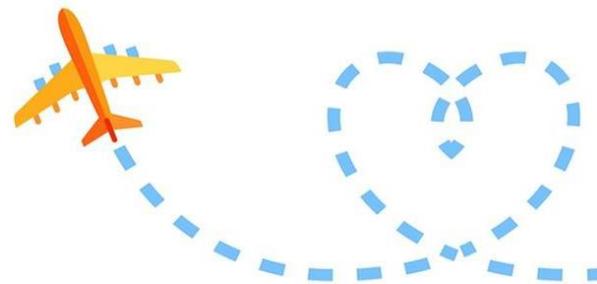
London (WC1A 2DB)

United Kingdom

School Telephone (Monday to Friday: 08.30 – 18.00): **(+44) 020 7242 2234**

Emergency Phone (24 hours, 7 days a week) **(+44) 07762 425 376**

E-mail: info@bloomsbury-international.com



What you need to pack

■ Travel and Personal Documents

If you are travelling with your parents or your teachers, they will help you with the important documents, for example, your plane ticket and your passport.

If you are travelling alone please check that you have all your travel documents handy, including emergency numbers.



If you are from a country in the EU or EEA, you do not need a visa to study in the UK. If you are from another country, you will need a visa and we can help you obtain one if needed.

If you are travelling by plane, be careful about what you pack. Remember to check the size and weight of your bags with your airline.

■ Clothes and shoes

The weather in England can change very quickly, so it's good to pack different clothes depending on the season. For example, in winter pack jumpers or fleeces, jeans, hat, scarf and a good waterproof coat. Waterproof shoes or boots are also very good.



In the summer the weather is warmer, so you can pack T-shirts, dresses, jeans or light trousers, sandals but always bring something to keep you warm too, like a cardigan and a light waterproof jacket.

Regardless, it's always good use layers: you can wear or remove more layers if you feel too hot or too cold. But the most important thing of all – pack a good pair of comfortable shoes! London is best explored on foot and you will do a lot of walking.

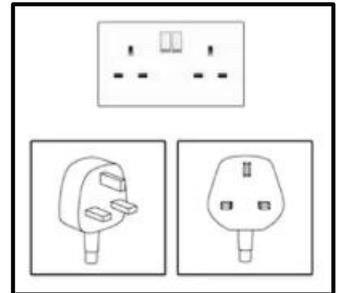
■ Study materials and books

Bloomsbury International will provide you with all the things that you need during your lessons, so you don't need to bring any study materials although you might want to bring your favourite pencils and pens.

If you rent a book, you must not write in the book. If you do, you will need to pay for it. You can also buy a book if you want use it and take it home with you.

■ Electronic gadgets

The UK uses this kind of sockets and plugs; if you are bringing your phone, your tablet or your laptop you will probably need an adaptor. If you need help, please ask at the school or your host family.



Emergency Contacts

Make sure that you always have the emergency contacts in your phone when you are travelling. It's also good to have them written on paper in case your phone stops working.

Save these numbers in your phone and write them down somewhere safe:

- School emergency number: **+44 07762 425 37**
- Police, Ambulance and Fire Brigade: **999** (free)

Write down here your address in London:

Write down here your Host Family contact number:

Your first day at school

■ Arrival



On your first day at school, you will have a short written test so that we can see your English level. We will find the best class for you.

We will give you a **Student ID card** on a Lanyard. You must wear it all the time when you are in school. You will be asked to write your name on the **sign-in sheet**. This is so we can check you have arrived at school.

■ Induction

After the test, you will attend an induction. The Induction will be a short presentation to give you more information about the school. You can also ask questions about the school. After the induction, you will start your lessons.

Your lessons

■ Timetable

You will have three lessons a day and two short breaks. If you have lessons in the morning, you will join the activities in the afternoon and vice-versa. If you are travelling with an adult, they can make alternative plans; if you travelling by yourself, you must attend the social activities.

| | Morning session | Afternoon session |
|-----------------|-----------------|-------------------|
| Lesson 1 | 09.00 – 10.00 | 13.00-14.00 |
| Lesson 2 | 10.10 – 11.10 | 14.10 – 15.10 |
| Lesson 3 | 11.20 – 12.20 | 15.20 – 16.20 |

■ Method

During your classes, your teacher will use a book and many other things, like music or video. There will be a lot of speaking, projects and group work. Don't be afraid to make mistakes - everyone is here to learn!

■ School rules

Remember to speak English all the time – this will help you improve a lot faster. Please do not use your mobile phone in class unless the teacher asks you. Remember be respectful and kind to your classmates and teachers. Do not eat or drink hot drinks while in class.

■ Lunch

If you are travelling with a group or your family, your responsible adults will need to arrange lunch for you and they will supervise you. Central London has a lot to offer and there are a lot of cafés, restaurants and fast food shops a very short walk from school.

If you are travelling by yourself, a member of staff will sit with you at lunch to make sure you are ok and you don't sit alone. Our Café offers hot and cold drinks and you can order sandwiches or bagels but you are very welcome to bring your own food!

■ At the end of the lessons

Unless specific arrangements have been made with the school, an adult will need to pick you up at the end of your lessons.

If you are travelling by yourself we will make sure that you are safe in London.



Social Programme



■Where and when

Our social activities are organised so that you get to discover something new about London every day.

On **Mondays**, we will take you to popular destinations to visit famous London markets, such as Camden Town.

On **Tuesdays**, we will focus on the history of London and beyond.

On **Wednesdays**, you will tour some special London locations.

On **Thursdays**, we will discover all the art London has to offer.

On **Fridays**, we will focus on Science.

For Afternoon activities, the group will leave the school at 13.00 and will be back by 16.00. For Morning activities, the group will leave the school at 09.00 and will be back by 12.00. On some activities, the group may depart slightly earlier/later to avoid the rush-hour crowds.

■How much does it cost?

All activities are free but transport is not included; we recommend purchasing an Oyster card or a weekly travel pass. Please note that for the River Bus, a single return will cost £6.50 and it's not covered by a weekly travel pass.



■What if the weather is bad?

Londoners are used to the bad weather and many of our activities take place indoors. Please remember that all activities are *'subject to availability'* (for ex. attractions being open); should we be unable to offer what's on the programme, we will offer an alternative.

■What happens during the activities?

All activities are accompanied by a teacher or qualified member of staff.

For most activities Bloomsbury International will provide guides, maps and worksheets.

As you travel to your destination, your teacher will point out some famous London spots, such as Buckingham Palace or the Shard.

Your teacher will also help you use your English, for example: if you want to order food or buy something. This means that you will be able to practice English outside of school while having fun.

Sample programme

| | | | |
|-----------------|--|--|---|
| Shopping | Monday | Monday | Monday |
| | Camden Town Camden Town is famed for its markets, a fashion and curiosities. | Westfield Stratford With 250 shops, Westfield Stratford City is the largest shopping mall in Europe. It also offers spectacular views of the Olympic Park. | Oxford Street Oxford Street is Europe's busiest shopping street, with around half a million daily visitors and approximately 300 shops. |
| History | Tuesday | Tuesday | Tuesday |
| | Museum of London The Museum of London documents the history of the UK's capital city from prehistoric to modern times. | V&A Museum of Childhood The Museum of Childhood houses the national collection of childhood objects, from the 1600s to the present day. | British Museum The British Museum is dedicated to history, art and culture, documenting over two million years of human history |
| Discover London | Wednesday | Wednesday | Wednesday |
| | South Bank Photo Challenge Starting from the London Eye Ferris wheel discover London from a new perspective. | Harry Potter Walking Tour Discover Platform 9 ¾ in King's Cross Station and many other iconic spots related to the most famous wizard in the world. | Greenwich Discovery Board the River Bus for a short Thame cruise. Discover the old naval village of Greenwich. |
| Art | Thursday | Thursday | Thursday |
| | Tate Britain Tate Britain holds the largest collection of British art in the world from 1500 to the present day. | National Gallery Located in Trafalgar Sq. explore the story of European art, masterpiece by masterpiece. | Tate Modern A fascinating journey through modern and contemporary art. |
| Science | Friday | Friday | Friday |
| | Science Museum The most visited science and technology museum in Europe. | Wellcome Collection A museum for curious minds, the Collection gives visitors a unique insight into what it means to be human. | Natural History Museum The museum tells the dramatic story of evolution, diversity in the world today and our urgent role in the planet's future. |

Your accommodation in London

■Independent Accommodation

If you are travelling with adults (or if you have family and friends in London) accommodation will probably be arranged for you and you don't need to worry.

■Host Family

Many Groups and **all** students travelling by themselves will stay with a Host family. Staying with a host family will give you the chance to experience living with a London family and practice English. Please remember that while you will be a welcome guest, you will be asked to follow the household's rules and respect their routines. Join in: offer to do the washing up or cook your national food for them!

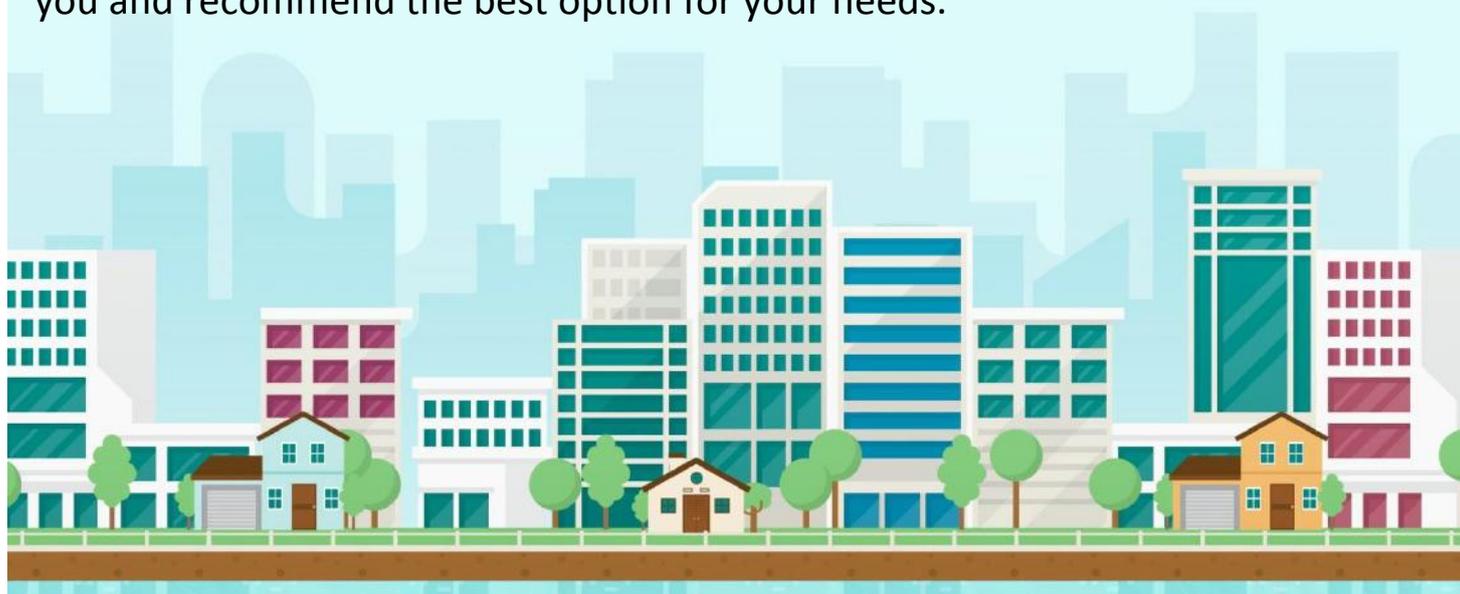
You can choose to have full board (breakfast, lunch and dinner), half-board (breakfast and one meal) or only bed and breakfast.

■Student Residences

London offers a wide range of student residences, to suit different budgets and standards. You can only be placed in a student residence if you are travelling as part of a group or with an adult.

■How do I book accommodation?

You are welcome to enquire with our Sales team and we'll be happy to assist you and recommend the best option for your needs.



Your free time in London

■What can I do during my free time?

If you are travelling as part of a Group, your Group Leader will have a detailed plan for your free time. If you are travelling with an adult (or staying with family and friends) we can help you book tickets to shows, cinemas, attractions, etc. We can also book weekend tours for you: there is a lot to see outside of London!

If you are travelling by yourself, you will spend your free time with your host family. They will be happy to show you around London and you can take part in their normal family life.

■Travelling in London

Using public transport is the best way to travel around London. You can travel by Bus, Tube or Boat. The easiest way to pay for your tickets is either buying a weekly travel card or using an Oyster card. London Transport will also accept contactless cards.

London transport can be very busy at times, especially at rush hour in the morning (07:00 – 09:00) and in the evening (17:00 – 19:00). There are many websites and apps available to find the best routes. Many apps will alert you if there are delays or cancellations.

Make a list of what you'd like to see in London:

- 1.
- 2.
- 3.
- 4.
- 5.

Being safe in London...

It's important that you stay safe in London especially if you are traveling by yourself. Remember:



*Make sure your phone always has enough credit and battery. Also keep the emergency phone number and your student ID card with you at all times.

* It's better to have a card instead of cash. Most shops in the UK will accept card payments. If you need cash, there are many ATM machines you can use. Keep only a little cash in different pockets to use in an emergency.



*Always look before crossing and stay in well-lit areas. Be careful about who you speak to and do not share personal information.

*Unfortunately, pickpocketing is common in popular tourist areas and crowded tube trains. Make sure your bag is always closed and do not leave it unattended.



*** Remember: if you don't know what to, call or text the Emergency Phone.**

If you have a problem

■ Who can I talk to if I have a problem?

We hope everything goes well with your stay in London and your course but sometimes things happen which can make us unhappy.

If you are travelling by yourself and you want to talk to someone about your course, you can talk first to your teacher; you can also speak to the Academic Managers. If you are having trouble with your accommodation, you can talk to the Accommodation Officer.

It can be difficult to be away from home and in a different country. Sometimes you can feel alone and a bit homesick. Don't worry: you can speak to any member of staff and they will try to help you.



■ First Aid

First Aid boxes are located on different floors in the school and there are qualified First Aiders present at school.

■ Health



Should you become ill at school and you are travelling with a group or your family, we will contact your Group leader or your parents immediately.

If you are in London by yourself, the First Aider will assess the situation and decide the best course of action. Please remember that you may not be entitled to free medical care and it's a good idea to

have medical insurance before you travel to the UK.

What to do in case of emergency



■Emergency UK numbers

999 (free) – Police, Ambulance and Fire Brigade

■Closest Police Station to Bloomsbury International

Holborn Police Station, Lamb's Conduit Street - WC13NR

Phone: 0207 404 121

■Fire

If you see a Fire, please activate the nearest fire alarm.

If you hear the Fire alarm, leave the school immediately by the nearest exit. If you are in school, your teacher or a member of staff will take you to the meeting point. We will show you the meeting point when you arrive on your first day.

■Emergencies while out on social activities

If something happens while you are out, the teacher will know what to do. Please listen carefully and follow all instructions. Whatever happens, always make sure you are safe.

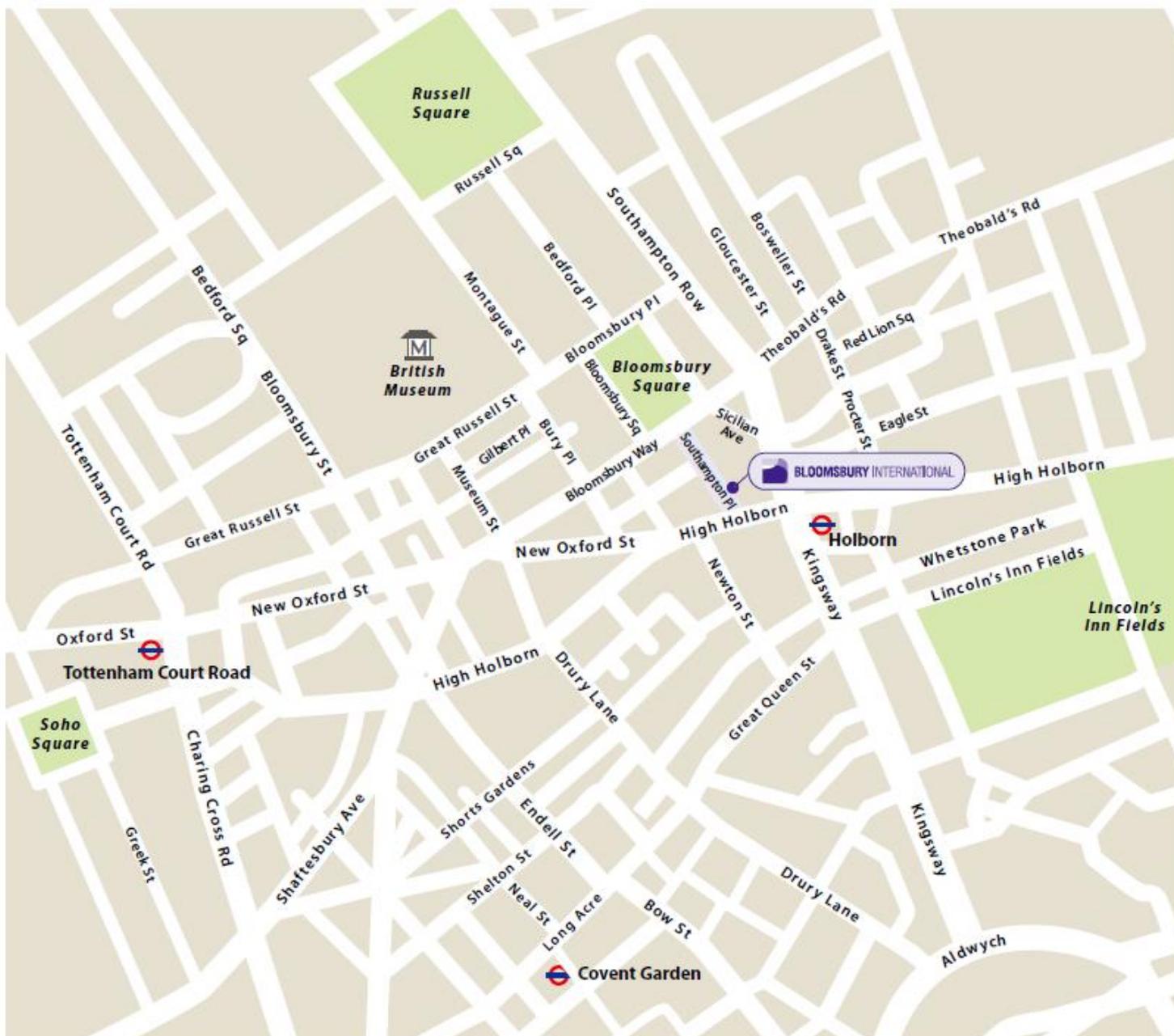
UK Law – Good to know!

*You must be 18 years old or over to **buy** or **drink** alcohol in public places. Some bars and nightclubs have a 21-years old and over policy.

*Drugs in the UK are **illegal**. Do not use illegal drugs during your stay.

*People who are caught stealing from shops will probably have to go to court and may have to pay a fine.

*It is illegal to carry any weapon for defence, including gas and sprays. You will be arrested if the police stop you and you have a knife.



BLOOMSBURY INTERNATIONAL

6-7 Southampton Place, London WC1A 2DB, United Kingdom

Open Monday to Friday: 08.30 – 18.00

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