

Information and Prices for Groups on our Summer Course for Teenagers, 2020, for Schools, Sponsors and Educational Tour Operators (ETOs)

English in Chester has been welcoming groups for more than 30 years. Chester is an ideal location for a group visit combining English language learning and British culture. This uniquely pretty and traditionally 'English' city has something for everyone. It is the perfect size for a group to explore and an excellent base for a course. There is a lot to see and do. Chester is a safe, friendly city and it is easy to get around. We offer our expertise and assistance in planning your group visit. We look forward to working with you.

Groups on our Summer Course for Teenagers (29 June – 16 August 2020)

We accept individual teenagers and small groups on our Summer Course for Teenagers. This policy ensures a good nationality mix on the course. We accept a maximum of 120 students. In this way we can guarantee the safety, comfort and happiness of each individual student.

The course is held at a University of Chester campus near to the city centre. The age range is 13-16 years. Please note English in Chester strictly adheres to the advertised age limits but understands that slightly younger/older students may come in a group. The school reserves the right to accept students who are slightly younger or older than the advertised minimum/maximum age. The maximum group size is 15 students. The minimum stay is 2 weeks and the maximum is 4 weeks.

All students on our Summer Course for Teenagers follow the same tuition plus social programme. Please visit our website.

Your main contact throughout the preparation of the programme and the visit of your group will be our Groups Coordinator. They will help with any queries or questions.

While your group is in Chester, our Centre Managers for the Summer Course for Teenagers will meet your group leader(s) regularly to discuss the course and make sure that everyone is enjoying and making the most of their stay in Chester.

This important document will help you to plan a visit for your group. We hope you find it helpful and clear. Please contact us by e-mail if you have any queries or questions:

PRICES FOR SCHOOLS, SPONSORS AND ETOs

The price per week for tuition and social programme to schools/sponsors/ETOs is **GBP 315 per student per week**

NEW! 2020 off-peak discount - Weeks commencing 27 July, 3 August & 10 August 2020 – **GBP 283 per student per week.**

This includes:

- 15 hours English language tuition per week
- 2 afternoons of Sport/Drama/Music/Dance/Art/Exam Prep elective classes per week
- 2 afternoons of Chester activity / project work per week
- 1 half-day excursion per week
- 2 evening activities per week
- 1 full day excursion per mid-course weekend (i.e. no excursion on the final Saturday).

Full board homestay accommodation **GBP 178 per student per week.**

English in Chester is well-known for its high quality homestay accommodation. We have a great many kind, welcoming and experienced hosts all living no more than 4 miles from the school and the city centre on public transport routes. Students are normally accommodated in shared rooms and occasionally in single rooms, subject to availability. There is no difference in price. Shared rooms are twin or triple rooms. You can request that your students share with others from the same group or with a student of a different nationality on the same course.

The hosts provide breakfast and dinner and a packed lunch throughout the week.

There is a **supplement** of GBP 30 per week for students who require a special diet e.g. vegan, celiac, halal, lactose intolerance.

Arrivals are generally on a Sunday and departures on a Saturday. There is a **supplement** of GBP 50 per student for Sunday departures.

TRANSFERS FROM LIVERPOOL OR MANCHESTER AIRPORTS

Our transfer company will collect your group and bring them to Chester where students will meet their hosts.

5-9 students: GBP 55 per student per 2-way transfer

10+ students: GBP 45 per student per 2-way transfer

Transfers from other airports, such as Leeds-Bradford, East Midlands and Birmingham are more expensive (especially for small groups) and involve a longer journey. London airports are 5-6 hours by coach and significantly more expensive.

For arrival or departure at anti-social hours (flights arriving or departing between 21.00 and 09.00) a GBP 5 per person per journey surcharge may be applied. Where students arrive in Chester after midnight, we reserve the right to accommodate students in a hotel at the group's expense.

TRAVEL PASSES

Most students travel by bus from their homestay to school. For stays of less than 4 weeks, travel passes cannot be bought in advance. Students staying for less than 4 weeks need to buy their pass on the bus from the driver. No photographs are required and the weekly tickets (called a "Megarider") is valid for 7 days from the date of issue. A weekly Megarider ticket currently costs up to GBP 14.50 (as of June 2019). All our hosts assist students with travel arrangements to ensure that travelling to and from school is as easy and simple as possible.

INSURANCE

It is a requirement that all groups are covered by an insurance policy throughout their stay at English in Chester. This insurance should cover cancellation and curtailment, course fees, medical expenses, personal belongings cover, money, personal liability and personal injury. We can offer such insurance at a cost of GBP 6.05 per student per week through our Studentguard+ Group policy. Please contact us for further details of this policy. Please note that, once booked, insurance payments are non-refundable.

GROUP LEADERS

One free group leader place for a minimum of 10 students is offered on the Summer Course for Teenagers. This covers single room, full-board homestay accommodation, all entrances on the social programme and airport transfers. If there are between 5 and 9 students in the group there is a charge of GBP 90 per week for the group leader. If there are fewer than 5 students in a group, or an additional group leader, the cost for accommodation is GBP 175 per week. In this case there may also be an additional charge for transfers and elements of the social programme.

If additional airport journeys are required for leaders or visitors of a group, these are charged at the advertised rate (GBP 65 each way between Chester and Liverpool/Manchester airports).

It is essential that group leaders regularly meet our Centre Managers. This is to ensure all aspects of the programme are running smoothly and there is overall satisfaction with the course, accommodation, transportation, excursions and activities.

OUR RESPONSIBILITY FOR THE CARE OF JUNIORS

In the UK, students under the age of 18 are children. English in Chester has a legal duty to safeguard and protect children studying at the school. Parents or guardians of children at English in Chester must complete a Parental Consent Form and agree to certain restrictions on their child, especially when they are not at school, as a condition of studying at English in Chester. They will be able to meet regularly with our Designated Safeguarding Person (DSP) to discuss any difficulties or concerns they are having. There are further details available on our website.

Your main contact at the school will send Parental Consent Forms prior to the commencement of the course, It is essential that these forms are completed by all parents/guardians and returned to English in Chester by school, sponsor or ETO, no later than 4 weeks prior to the start of the course.

ARRANGEMENTS WHILE THE CHILDREN ARE IN CHESTER

All students are supervised at break times by our staff in the study centre at the University.

All students are expected to be home with their homestay family by 20.00 at the latest, unless they are participating in a school-organised evening activity or an approved event with their group leader. At the end of the evening, the school will arrange for them to return home safely. They will either be picked up by their homestay family, be escorted to the bus station to return home in small groups, or if necessary go home in a taxi.

Students are not usually allowed to leave Chester unless on an organized and approved excursion or activity with the school or group leader.

All group leaders are required to sign our Group Leader Agreement detailing their key responsibilities. The relevant school/sponsor/ETO sending the group leader is also required to complete and sign a Group Leader Police Certificate Declaration Form confirming that a legal check has been carried out and no reason been found to indicate that any group leaders accompanying the group might be deemed unsuitable to work with under 18's. These documents are to be sent to us no later than 4 weeks prior to the start of the course.

A full programme for all students on the Summer Course for Teenagers is arranged by the school. If a Group Leader wants to arrange a supplementary activity, English in Chester still has a legal safeguarding responsibility for the students. We will, therefore, work with the Group Leader to ensure that the safety of the students on the activity is not compromised. Such activities can only go ahead if all parties are satisfied that the children will be safe.

BOOKING PROCEDURE

Please contact us with the expected dates, student/ group leader numbers and age-range of your students. We will then send a quote and any extra details you require. If you confirm your intention to send a group, we will send a group booking reservation form. Reserved places are confirmed on receipt of the signed form and a non-refundable deposit of **GBP 50** per place and held until Friday 15th May 2020 - any reserved places not taken up by that date will be released for individual bookings.

We require the final rooming list with the following details for all students and group leaders no later than 6 weeks prior to arrival:

- Full Name
- Date of Birth
- Emergency Contact/Next of Kin Details – Name & Contact Number
- Accommodation Requirements – allergies, dietary requirements

If any students in the group require a visa we will ask for additional information and advise a much longer lead-in time.

On receipt of the final rooming list, we will send an invoice for the remaining balance. This balance is due no later than 4 weeks prior to the arrival of the group. Please contact the Groups Coordinator if you would like to arrange alternative payment terms.

We will send you:

- A final, detailed, programme for your group no later than 3 weeks prior to arrival
- Confirmed details of the homestay booked for each of your students and leaders no later than 2 weeks prior to arrival
- Arrival transfer confirmation and details in the final week prior to arrival

Throughout the booking procedure, the Groups Coordinator will be available by e-mail or telephone to answer any queries and offer assistance.

CANCELLATION POLICY

Cancellation from 28 days to 7 days before the start of the course –
Group Cancellation - 50% of the total price is payable. Single
Cancellation - GBP 100 cancellation fee.

Cancellation less than 7 days before the start of the course – Group
Cancellation - 100% of the total price is payable.
Single Cancellation - GBP 100 cancellation fee + the cost of one week's accommodation.

If a group cancellation is due to visa refusal(s) we will give a full refund (minus non-refundable group deposit & insurance) on receipt of visa refusal letter(s).