



PARENT INFORMATION

Welcome to UIC Junior Vacation
in ASCOT
2007



Dear Parent

Welcome and thank you for choosing UIC Junior Vacation Course. We hope the following information along with the student leaflet and brochure are useful and answer your questions. If you have any further questions please fax telephone or email us with them and we will gladly answer.

Here are some of the answers to questions that parents often ask:

Who will look after my child during his/her stay?

We have a team of very experienced staff (teachers and activity leaders) in Ascot. The Centre Manager has overall responsibility for the camp and will be available to answer your questions. We also have a Welfare Officer, who checks and ensures that your child is happy, both socially and academically.

Who will meet my child at the airport?

A member of UIC staff will be waiting as your child walks through the arrivals door. The member of staff will be the first person your child will see. The UIC staff will be holding a **UIC SCHOOL** sign and a sign with your child's name on and of course will be smiling!!

How can I contact my Child?

You will be issued with the school address and number, the UIC office number, the direct number to your child's accommodation and an emergency mobile number, that should only be called if urgent.

What if my child is sick?

There is always a trained medical member of staff on duty. If the child is confined to bed then a member of staff remains full time with him/her and meals are taken to the child's room. There is a doctor on call 24 hours. In all cases, no matter how mild the condition may seem, the doctor comes to examine the child and gives advice. Using the discretion and advice from the doctor we will contact you immediately if necessary.

What if my child is homesick?

It is quite normal for some students to feel homesick after arriving at the college. The staff are well aware of the signs of homesickness and all staff watch all new arrivals very carefully. The beginning of the programme is planned taking this possible problem into consideration. Students are kept so busy in the first three days it is hard for them to find time to think of home!! In all our years of experience we have not known this situation persist after 3 to 4 days. If we feel there is cause for concern we will contact you.

What will my child be doing during his/her stay?

For five mornings per week there are English lessons, then each afternoon a carefully planned social programme. There will be lots of choice of activities including sports,

walks, shopping, computers and many other recreational choices. In the evenings there are a variety of entertainments such as barbecues, shows and competitions.

How much money will my child need?

All the on-site activities and excursions are fully inclusive. There are some off-site activities, which have to be paid for. Enclosed is a list of some examples of activities and places we may visit. Of course children always want to buy ice-creams and souvenirs when we go on excursions and cans of coke!

What if he/she runs out or loses his/her money?

If you find your child has not got enough money, please phone the Centre Manager who will tell you how you can transfer money to your child. The only way we can do this is by credit card and we will make a charge for providing this service. You should have personal insurance to cover any personal loss.

What will my child need to bring with him/her?

There is a full student checklist in the student pack. If you do send any special medication please send instructions as to when and how this should be taken. For safety purposes we take all medication and keep it locked away and issue as your instructions.

What about laundry?

For students staying longer than 2 weeks there is a free laundry service. The laundry will be collected on the Thursday of the second week and returned the same day. Please remind your child jeans and jumpers do not always need washing after wearing only once!!

In an emergency how will you contact me?

On the application form there is a section for an emergency day and night contact. Please give fax email and mobile numbers if you have them. If you are going to be on vacation yourself please leave the address and contact numbers.

What if my child cannot eat English food?

The menu is very varied. Obviously food is cooked in an English style but many international type foods are on offer such as rice, pasta, pizza, salad, hamburger and curries. We make sure all students are taking a well balanced diet. There are teachers on duty as children are choosing their food so it is not possible for a child to choose ice cream and ice cream and ice cream for a meal. Please explain the food will be a little different but encourage your child to at least try and eat the new and different foods as it is all part of the experience of being in a foreign country.

What if my child has a food allergy or other medical condition?

If your child has any allergies, is taking medication, or has any special medical needs it is important for the welfare of your child that you inform a member of the management team or welfare officer upon arrival, if you have not done so before There is a medical

section on the application form, which enables you to detail any condition your child may have. This is vital information the UIC staffs require during camp.

On outings who will be supervising my child?

UIC staff will be in charge of maximum 8 students. They will not be allowed to leave the UIC staff on any part of the trip. They will have their ID card and the leader will have a mobile phone throughout the trip.

Some General Rules

There are some very important rules we would like all parents to make their children aware of before they arrive in England.

Safety is a very important factor on a UIC Junior vacation course. We exceed the recommended teacher-student ratio both inside and outside of the campus to benefit from maximum supervision and security.

The following rules are made for the benefit and enjoyment and safety of all students and staff. Parents and students should be fully aware of these rules as failure to follow them may result in students been sent home.

Following the above can result in a safe and happy time for all.

- **NO SMOKING**
- **NO ALCOHOL**
- **NO DRUGS**
- **STUDENTS MUST NEVER LEAVE THE COLLEGE GROUNDS WITHOUT A MEMBER OF STAFF**
- **NO BOYS IN GIRLS DORMITORIES AND VICE VERSA**
- **ATTENDANCE AT ALL LESSONS AND ACTIVITIES IS COMPULSORY.**

Best wishes

CONTACT SHEET FOR SUMMER SCHOOL		
From July 8th until August 13th 2007		
UIC JUNIOR VACATION COURSE		
2007		
HEAD OFFICE LONDON	Address	United International College Language house 76 -78 Mortimer Street London W1W 7SA
All year round.	Phone no.	+44 (0)207 079 3333
	Hours (GB)	Mon to Fri 09.00 to 18.00
	Fax No. (24 hours)	+44 (0)207 637 5457
	Contact name	Marketing Director Neil Upton
	E-mail	marketing@uiclondon.com
	mobile	+44 (0) 797 326 5581

ST MARY'S ASCOT July 8 th – Aug 13th	School Address	UIC Summer School C/O St Mary's School St Mary's Road ASCOT Berks SL5 9JF
	Phone no. UIC Office	+44 (0)1344 623350
	Hours	8.00 until 22.30
	Fax (24 hours)	+44 (0)1344 623350
	Contact name	Centre Manager Gaynor Markham
	E-mail	Vacation@uiclondon.com
	Mobile- urgent calls only	+44 (0)7984 377930 (Duty Officer)
	Mobile – emergencies only	+44 (0)7984 565413 Course Director

CONTACTING YOUR CHILD.	Possible times: 13.30 – 13.45 all ages 18.00 19.00 all ages 21.30 – 22.30 12 to 17 year olds only.		
Accommodation			
Mary Ward Court	Campion +44 (0)1344 623327	Clitherow +44 (0)1344 628680	
	Fisher +44 (0)1344 626649	Ingleby +44 (0)1344 872348	
	Loyola +44 (0)1344 291065	More +44 (0)1344 291280	
Link Entrance	Phone 1	Phone 2	Phone 3
	+44 (0)1344 626818	+44 (0)1344 626811	+44 (0)1344 872178