



Welcome to your course
OISE Newbury

Welcome to Scholar English

Please read this information when preparing for your trip. We wish you a successful course and a wonderful learning experience.

Accommodation

Your room

Secure onsite residential accommodation with private ensuite bedrooms fitted with a designated study area and storage space.

Housekeeping and laundry

Your room will be cleaned once a week and bed linen and towels will be provided. Laundry service is available once a week and the laundry room is available at the weekend.

Food

All meals are prepared daily using quality, fresh ingredients from local suppliers to deliver a well balanced and varied menu of dishes. Meat, fresh fruit and vegetables are delivered daily to ensure quality and freshness. Fruit is always available as well as milk, hot drinks for the morning and afternoon break. In the evenings we also have fruit, milk, hot drinks plus biscuits and other snacks available. The chef and catering team are trained to cater for all dietary needs and requirements, including food allergies and religious food restrictions.

Meal times and school routines

Wake up time: 07:00

Breakfast: 08:00 - 08:50

Registration: 08:50

Lunch: 12:30 - 13:30

Registration: 13:30

Registration: 18:30

Dinner: 18:30 - 19:30

Usually, extra-curricular activities take place after dinner

Registration: 21:00

Bedtime: 21:30

Goodnight from your room: 22:00

Medication

Over the counter medicines, also known as non-prescription medicines, should not be brought to school. If you are unwell and require medical attention during your stay, staff are trained to administer medication provided by the school. You will also be taken to the local GP if necessary.

Illness

If you become ill during the course, tell the school staff immediately and

they will arrange for you to see a doctor. In case of emergency, school staff will take the appropriate action.

Security

The school is equipped with fire and burglar alarms as well as CCTV. The front door of the residence is alarmed at night and the front gate is locked. There is also a safe in the school office in which you can keep any valuables you wish.

School location

The school is located very centrally, with Newbury town centre a 12-minute walk away, and both the canal and City park both about 10 minutes away. There is a corner shop 5 minutes from the school. Students will be given a map of Newbury and a list of places of interest in the area.

What to bring

Clothes

Prepare for good and bad weather by bringing warm clothes and a pair of good walking shoes.

Sports equipment

- suitable sportswear
- footwear for sports
- reusable water bottle

Toiletries & towels

Clean towels will be provided.

You can bring your own hair and body wash products, toothpaste etc. We provide guest size toiletries on your arrival day.

Money

You can bring pocket money or a card to be used on excursions.

We recommend that you bring a maximum of £100 for a two week course.

Please note that under no circumstances can money be borrowed from other students or the school. We also recommend that you bring your money in GBP as it is not always easy to exchange money in Newbury.

- You will be advised to deposit your airline tickets, pocket money and passport in the school safe for safekeeping. Withdrawals of pocket money can be made each day from 9am to 5pm
- You are advised not to bring any valuable items of clothing or jewellery.

The journey

General

- Before you leave home, make sure you have all relevant documents: passport and/or national identity card, visas, if necessary for the country in which you are studying (plus visas, if required, for any countries you need to travel through to reach your final destination) and your accommodation address. Do not pack these items in your luggage.
- All luggage must be clearly marked with both your home address and your destination. You should not bring more than you can comfortably carry. The school cannot pay for any excess baggage on departure.
- Make sure you bring a reusable water bottle, and drink plenty of water.

If you have booked a transfer

- If you are travelling in a group, please be punctual. Stay with the group at all times.
- After passing through customs, you will be met by a member of the school courier team or a driver appointed by the school who will be holding a sign with your name on it.
- Couriers or drivers will travel with you to your school and on arrival you will be met by a staff member.

Independent travel

If you are travelling independently, you should arrive at the school on your arrival day. Please let us know well in advance your estimated time of arrival.

Departure days

On departure days, you will complete an exit survey and departure checklist, hand in your room key and be given your passport. A designated driver will come to pick you up and take you to the departures of the airport.

Your course

The lessons

You are expected to work hard and make good progress during your stay. Small classes mean you will have every opportunity to practice and improve your language skills.

- On the first morning you will be given a test, which will enable academic staff to assign you to a class that is the right level for you.
- You must attend all lessons.
- Homework is an important part of the course - always take time and care over it.
- If you have any problems regarding the lessons, discuss them with your teachers, and if necessary the Senior Teacher.

Sunday arrivals

When you arrive on Sunday, you will be welcomed by school staff, and be invited to fill in an arrival checklist. Your passport will be filed away in the office, and you will be given your room key and a wristband with the emergency phone number and the Student Handbook. You will then be given a tour of both the school and the residence area, and once settled in, there will be a guided tour of the town centre. You will enjoy a hot meal for dinner at 18:30 after which a register will be taken, and you will be given a Boarding Induction. Finally, a night register will be taken and you will go to your room for bedtime.

First Monday of the course

You will have breakfast between 08:00 - 08:50, followed by registration at 08:50. The school day starts at 09:00. You will be handed Eloquence Walk Discussion Questions; a list of questions for you to ask each other as they walk around the area, led by a teacher. The most common routes are the canal, a park, and the town centre, all of which are nearby. At 09:30, you will complete a Progress test and a Writing Test, the results of which will be used to create level-appropriate groups after the break. After the break, new students will receive an Academic Induction and their Learner Portfolio, which the teacher will go through with them. Key staff will be introduced so you can familiarise yourself with them.

General information

Finally here are some general points covering the law, school policy and other issues:

- It is illegal for anyone under the age of 18 to purchase alcoholic drinks.
- It is illegal for anyone under the age of 18 to purchase tobacco products.
- It is illegal to carry even a small canister of tear-gas for self-defence.
- Please note that smoking is not permitted. All school buildings are non-smoking.
- It is school policy to send home immediately any student who commits a serious offence, especially one involving the police and to include the following: the possession of, purchase of, consumption of alcohol or illegal drugs.
- You should leave your ticket and most of your money with the school bank, and never put your purse/ wallet in the back pocket of your trousers. In Great Britain, it is not a legal requirement to carry your passport with you.
- Remember that in Great Britain people drive on the left. You must therefore be very careful when crossing roads. Also make sure you are on the correct side of the road when waiting for a bus.
- If you misbehave during the course, whether during lessons or leisure activities, the school staff may inform the school Head Office. If this happens your parents will be informed and you will be sent a letter of warning. Persistent misconduct will result in you being sent home.
- If you have any problems during the course, please tell the school staff immediately and they will do their best to help you. What appears to be a problem is very often a misunderstanding and can therefore be dealt with by school staff quickly and without embarrassment or prejudice to you. It will take much longer if you tell your parents first and leave them to get a message to the appropriate person.