

SAMIAD

BRITISH SUMMER SCHOOLS | EST. 2013

PRE-ARRIVAL AND STUDENT HANDBOOK 2023



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1

WHO ARE SAMIAD AND WHAT WILL I BE DOING AT SUMMER SCHOOL?

Samiad is a summer school provider based in the UK, we work with boarding schools to offer first class facilities and a safe environment for you to enjoy everything the summer school has to offer. Summer School is the perfect opportunity to enjoy England whilst improving your language skills and making lots of new friends.

All of our courses combine a minimum of 15 hours English Language tuition with a full schedule of afternoon and evening activities.

Our courses also include two full-day excursions each week, including one over-night excursion as part of a typical two week stay!

2

WHAT WILL I LEARN, WHAT IS THE LEVEL OF ENGLISH?

Our English curriculum is robust enough to cater for all ability levels. With elements of reading, writing, speaking and listening, we offer well-rounded programmes designed to improve the not only our students knowledge but their confidence too.

Before arrival, you will complete a short test online to establish your level of English. We will use this data to accurately place you in a group of similar ability.

3

I'M TRAVELLING WITH FRIENDS (OR SIBLINGS) CAN WE BE TOGETHER?

You can request to be in the same English language group as another student, however this will be at the discretion of the English teaching department.

During activities and excursions students tend to be grouped by age, so it is no problem to stay together if you are aged similarly.

4

WHAT SHALL I BRING WITH ME?

The majority of essentials are provided for you during your stay but here are a few key things that you will need to bring:

- Clothes, suitable for outdoor activities, as well as a mixture of clothing for warm and cold weather as sometimes the weather in the UK can catch us out.
- A small amount of spending money, in order to buy memorabilia from any trips etc. Samiad recommends between £50-£100 per week, but this is down to the discretion of parents.
- Toiletries (shower gel, shampoo, toothpaste)
- A towel
- Hairdryer (if needed)
- Any specific medical treatment or requirements
- White sole trainers or sports shoes for use in the sports hall
- Insurance information

5 WILL YOU MEET ME AT THE AIRPORT?

If you have requested an airport transfer, a member of our team will be there to meet you. Please ensure that you have provided Samiad with your full flight details.

Once we have received your flight details you will receive a Transfer Confirmation Letter detailing what to expect at the airport.

6 SHALL I BRING POCKET MONEY?

Yes, it is wise to bring spending money for souvenirs, sweets, drinks and presents. We suggest £50 - £10 per week. A pre-paid credit/debit card is often a convenient option for students.

We can look after valuables in the school safe, such as passport, travel documents and pocket money. However, we suggest that you bring as little valuables as possible

7 DO I NEED INSURANCE?

We recommend all students have travel insurance before arriving on site to cover loss of baggage etc.

Samiad can provide insurance for £10 per person, per week. Please contact your Samiad representative if you would like more information.

8 WHAT ARE SLEEPING ARRANGEMENTS?

All children will sleep in quality approved school boarding facilities in single or shared rooms. Boys and girls are separated and all students will be placed in groups of a similar age.

If you wish to share with siblings or friends, please contact us prior to arrival so this can be arranged.

9 HOW DO I CONTACT HOME?

There is free Wi-Fi throughout the campus. We encourage our students to contact home regularly, throughout their stay, to share their photos, videos, and experiences with friends and family.

10 WHAT DO I DO IN AN EMERGENCY?

In the event of an emergency you must contact a member of Samiad staff immediately.

Staff members can be found on campus or can be contacted via the staff mobile telephone number found in the contact details section of this handbook.

Failing this, contact the emergency services on 999 from a mobile telephone or a one of the telephones on campus.

11 **WHAT WILL THERE BE TO EAT?**

There are three meals per day supplied during Samiad summer schools. When we are off-campus on a full day trip or excursion, there will be a packed lunch. Each meal will consist of three hot options, one of which is vegetarian and will usually be served in the school dining hall. The menu will change each day and will cover a good varied diet.

If you have special dietary requirements or allergies please inform us at the point of application.

We can cater for specific requirements if we are given time to prepare.

12 **THE WELFARE TEAM**

Our Samiad staff live alongside students in different boarding houses and are there to help 24 hours a day.

Trent College has four boarding houses with approximately 30-40 students in each. Each boarding house has a house parent who is responsible for the welfare of the students and the facilities within that house.

We will introduce you to your house parent when you arrive who will help you settle in and give you a tour of the boarding facilities.

The welfare team will make sure you have access to the Wi-Fi, provide instruction on the laundry services available (twice per week), and ensure you know where the closest staff member to you is.

13 **WHAT HAPPENS ON DEPARTURE DAY?**

On the morning of the departure day, you will receive breakfast and then depart for the airport accompanied by a member of the team. We then help to check you in before escorting you as far as the first security check point.

Airports in the UK all offer free Wi-Fi, so you will be able to keep in touch with our staff in case you are unsure of anything before your flight departs. For those travelling as an unaccompanied minor we will ensure that you are handed over to a member of the airline staff before leaving.

14 **RULES OF THE SCHOOL**

- **Students may not leave the school or be absent from meals without permission from the campus manager.**
- **Attendance at lessons and participation on trips is compulsory.**
- **Students must observe bedtimes.**
- **Students are not allowed into the bedrooms occupied by students of the opposite sex.**
- **Bullying will not be tolerated. In serious cases students may be sent home**
- **Fire escapes are for emergency use only.**
- **Students must not misuse campus facilities including the activation of alarms without due cause.**

- Mobile phone, iPods and other electronic devices must be switched off during lessons, activities and after lights out.
- No smoking is allowed on any Samiad course at any time.
- Swimming pool rules must be observed. No student may enter the pool if there is no lifeguard present.
- Pocket money requests should be given to campus manager.
- Students should keep all valuables safely locked away, or hand them in to the campus manager.
- Deposit - A deposit of £20 will be taken from each student upon arrival for a bedroom key/ access card.
This will be returned to the student at the end of their stay subject to the return of both the key and access card.
- Damages - if a student causes minor (often accidental) damage, e.g. a broken window, parents/guardians will be informed and invoiced for the cost.
- Students found to possess, use, or supply alcohol or illegal drugs will be sent home with no refund of fees.

15 COMPLAINTS PROCEDURE

It is important to us that you enjoy and value your time at Samiad so if there is anything concerning you then please tell us as soon as possible. If you would like to raise an issue about anything during your stay with us, please contact a member of Samiad staff.

If this leads to an unsatisfactory resolution, then your complaint should be escalated to the Campus Manager.

16 CONTACT DETAILS

Samiad Head office

Phone: **0044 121 250 5738**

Email: **info@samiad.com**

Address: **Unit 1, Holt Court South, IBIC, Birmingham Science Park, Aston, B7 4EJ**

Emergency contacts

Police 999

Fire 999

Ambulance 999

