UKLC

Educate | Inspire | Enrich

# Reading

## Queen Anne's School

## Centre Handbook

2027



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**Thank you very much for your interest in our centre at Queen Anne's School. We hope you find everything you need in the following pages but if you have any questions or specific requests then please get in touch with us at Head Office on 0044 1244 577995.**

**The contents of this handbook are updated regularly. The latest version will be sent before your arrival.**

We look forward to a successful summer 2027 at Queen Anne's School.

# Summary


**Boarding School**


**Swimming Pool**


**AI & Digital Workshops**


**STEM**


**Drama**


**Dance**


**Football**


**Short Transfers**

# The Centre

Queen Anne's School has a history which dates back to 1698. It is situated in a closed campus with 35 acres of extensive landscaped grounds, just north of the River Thames. The grounds combine traditional Victorian architecture with new and contemporary buildings to provide cutting-edge facilities, all of which are just a one and a half mile walk from the centre of Reading

The school is a closed site, with CCTV coverage of most areas. There are duty officers on site 24 hours a day. Over-night security guards patrol the school grounds.



# Location

**QUEEN ANNE'S SCHOOL, 6 HENLEY ROAD, READING, RG4 6DX**

**Telephone Number – +44 (0)118 9187300**

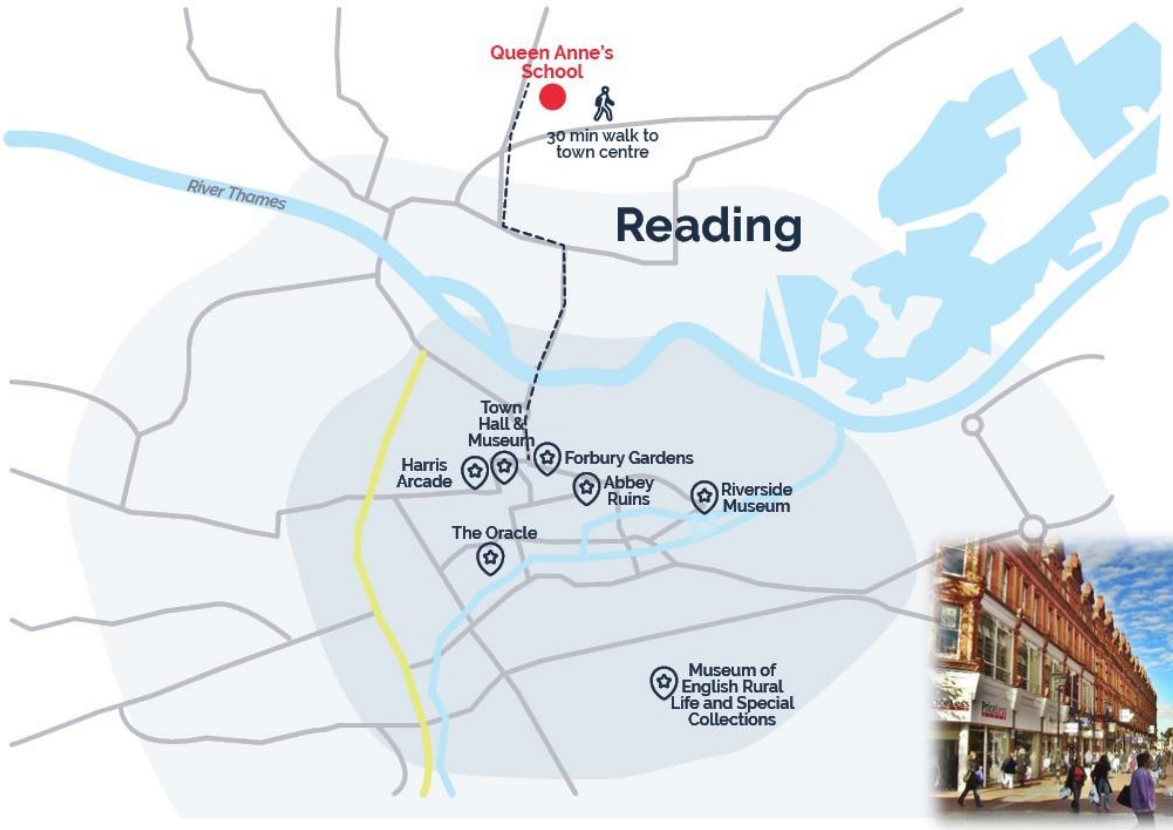
**Population – 318,014**

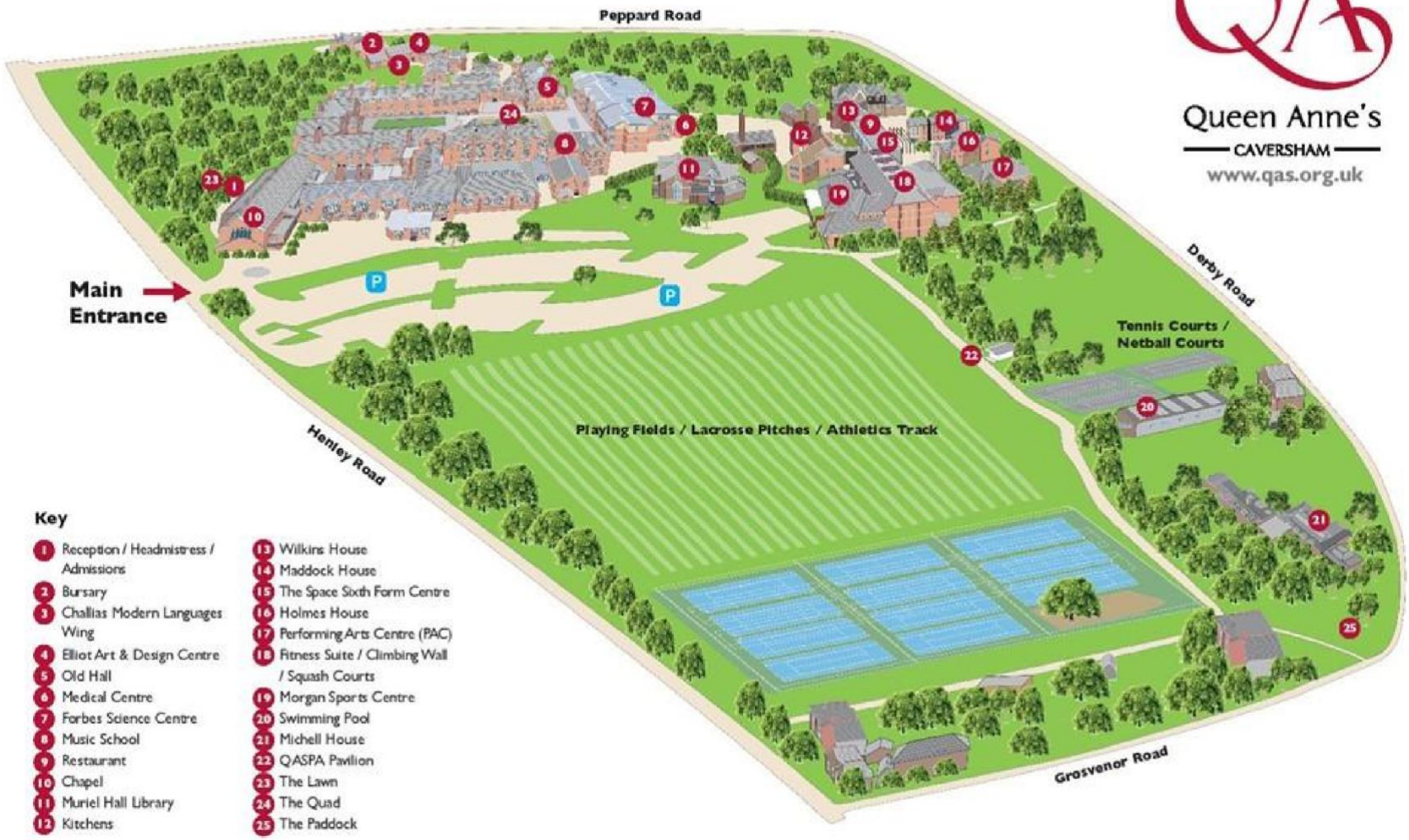
**Queen Anne's School, Caversham is located approximately 1 mile from Reading town centre.**

Reading, the county town of Royal Berkshire, is a place of surprising contrasts. It is a large town on the Thames and Kennet rivers in southern England which has existed since around 800 AD and blends the very best of old and new - from coaching inns and Victorian gothic public buildings, to imposing modern offices. It is a vibrant town with many shops and riverside restaurants and plenty of history to be explored.

## Airport Transfers

London Gatwick: 1 hour 15 minutes
London Heathrow: 40 minutes London
Stansted: 1 hours 35 minutes






Queen Anne's
CAVERSHAM
www.qas.org.uk

UKLC

# Local Amenities

**Post Office**
*The Co-operative Food*
Address: 124 Henley Rd, Caversham RG4 6DH (0.3 miles / 5 minutes' walk)

**Supermarket**
*The Co-operative Food*
Address: 124 Henley Rd, Caversham RG4 6DH (0.3 miles / 5 minutes' walk)

**ATM**
*The Co-operative Food*
Address: 124 Henley Rd, Caversham RG4 6DH (0.3 miles / 5 minutes' walk)

**Chemist**
*Markand Pharmacy*
Address: 122 Henley Rd, Caversham RG4 6DH (0.3 miles / 5 minutes' walk)

**Hospital**
*Royal Berkshire Hospital*
Address: Craven Rd, Reading, RG1 5AN (2.1 miles / 10 Minutes' drive)

**Doctors**
*Balmore Park Surgery*
Address: 59a Hemdean Road, Caversham,RG4 7SS (0.5 miles / 9 Minutes' walk)
*Healthcare: If a student feels unwell, tell a member of UKLC staff immediately. For urgent, non-life-threatening medical advice, UKLC staff will support the student to contact NHS 111 (online or by phone) and follow the advice given, including which service to attend. Do not assume that a GP, walk-in service or hospital can provide a same-day appointment. For a life-threatening emergency, call 999. If hospital treatment is required, the Group Leader must accompany the student. If the Group Leader is unavailable, a UKLC team member must accompany the student instead. Centre Management must be informed and the Senior Leadership Team notified. If a student is injured during an excursion and requires hospital treatment, both a UKLC team member and the relevant Group Leader must accompany the student. Any costs or charges incurred in connection with the hospital visit, including transport, are the student's responsibility. UKLC staff will support arrangements and communication.*

**Dentist**
*Prospect Street Dental Practice*
Address: 19 Prospect St, Reading, RG4 8JB (0.4 miles / 7 minutes' walk)

**Bus Stops**
Turn left out of the school and they are approx. 0.3 miles/ 5 minutes' walk away. There are frequent busses that run to Reading Town Centre and surrounding suburbs.

**Train Stations**

*Reading Railway Station*

Address: Station Hill, Reading RG1 1LZ (1.2 miles / 25 minutes' walk or 10 minutes by car)

Regular trains to London Paddington, Oxford and Bournemouth.

**Taxi Companies**
*Go Green Taxis:* 0118 207 6082
*500 cars Ltd:* 0118 959 9999
*Haightons:* 01270 624574

**Coffee Shops**

*Nathan's Nibbles*

*A fun and friendly local café  in Caversham, Reading*

Address: 4 Prospect Street, Reading, RG4 8JG

Walking distance from Queen Anne's School: 0.3 miles (6 minutes' walk)

*The Bite Cafe*

*Serving hot drinks, traditional and veggie breakfasts, meals, and snacks.*

Address: 6 cavendish road, Reading RG4 8XU

Walking distance from Queen Anne's School: 1 mile (18 minutes' walk)

**Restaurants**

*The Last Crumb*

*Hip pub offering an American-style menu of burgers & pizza, plus beer & cocktails.*

Address: 76 Prospect Street, Caversham, Reading, RG4 8JN

Walking distance from Queen Anne's School: 0.2 miles (2 minutes' walk)

*Quattro*

*Italian menu favourites amid a modern setting of stripped-flooring and heavy, pale-wood furniture.*

Address: 14 Prospect Street, Reading, RG4 8JG

Walking distance from Queen Anne's School: 0.4 miles (8 minutes' walk)

# Accommodation

The school has 4 residential houses all with single and twin (some of which are ensuite) or multi-bedded rooms with shared shower and toilet facilities. Each house has its own common room and kitchen. The houses are called Michell, Holmes, Maddock and Wilkins and have key coded access.

Mitchell house is made up of single and twin rooms with shared bathroom facilities and a ratio of 1:4. There is 1 kitchen and 1 common room in this house.

Holmes house is made up of single en-suite and twin en-suite rooms. There is 1 kitchen and 1 common room in this house.

Wilkins house is made up of single rooms, twin rooms, triple rooms, and quads with shared bathroom facilities. These standard rooms have a sink basin located in each room. There is 1 kitchen and 1 common room in this house.

Maddock house is made up of single rooms, twin rooms and triple rooms with shared bathroom facilities and a ratio of 1:4. These standard rooms have a sink basin located in each room. There is 1 kitchen and 1 common room in this house.

## Room Allocation

We divide the students up according to their age, gender and group where possible. We take into consideration any specific requests, e.g. friends who want to share. Group leaders will generally stay in the same house as their students. Room allocation is normally done on arrival. If you would like any further information about this, please contact us.

## Housekeeping

Bedding is changed once a week. **Towels are not provided**. Bedrooms, bathrooms, and public areas are cleaned 6 times a week. There are washing machines and tumble dry facilities located in each house that are free to use but students must provide their own washing powder and need to be supervised by an adult at all times.

## Key Loss

No physical keys are provided. Access to buildings is via codes, and doors do not lock. For safeguarding, codes will be shared only with students who need them for the areas they are permitted to access.

## Deposits

We will ask each student for a deposit of €25/£25 on arrival. We will check their rooms before they arrive and before they leave and return the money if everything is in order. If there is damage to the houses and nobody admits fault, we will ask everyone in the house to share the cost.



# Meals

When the students are on campus, they will eat their meals in the dining hall on site. When they are out on full day excursions, they will be provided with packed lunches.
Cooked breakfast is supplied 3 times a week and the others are continental breakfast.

## Meal times

| | |
|---|---|
| Breakfast: | 08:00 – 08:45 |
| Lunch: | 12:30- 13:30 |
| Dinner: | 18:30 - 19:00 |

If we are aware in advance, we can advise the catering staff of any dietary requirements or allergies and the canteen staff can cater to these.
*Mealtimes are subject to change

### Queen Anne's, Reading - Sample Menu

| | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|---|---|---|---|---|---|---|---|
| **Breakfast** | Fried Egg, Croissants, Pain au chocolate, Toast, Cereal, Yoghurt Butter and Fruit | Boiled egg, Croissants, Pain au chocolate, Toast, Cereal, Yoghurt Butter and Fruit | Fried Egg, Croissants, Pain au chocolate, Toast, Cereal, Yoghurt Butter and Fruit | Full English Breakfast Croissants, Toast, Cereal, Yoghurt Butter and Fruit | Boiled egg, Croissants, Pain au chocolate, Toast, Cereal, Yoghurt Butter and Fruit | Full English Breakfast Croissants, Toast, Cereal, Yoghurt Butter and Fruit | Full English Breakfast Croissants, Toast, Cereal, Yoghurt Butter and Fruit |
| **Lunch** ***(V) Vegetarian option available** | **Dish of the day** Sweet and sour chicken<br>**Vegetarian option** Chargrilled Polenta and roasted veg<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salads<br>Fresh homemade bread | **Dish of the day** Hot Wraps Crispy Chicken<br>**Vegetarian option** Vegetable and Halloumi Wrap<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salad<br>Fresh homemade bread | **Dish of the day** Selection of meat pizzas<br>**Vegetarian option** Vegetable Pizza<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salad<br>Fresh homemade bread | **Dish of the day** Tandoori Chicken Leg<br>**Vegetarian option** Mushroom Pasta Bake<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salad<br>Fresh homemade bread | **Dish of the day** Crispy battered fish<br>**Vegetarian option** Spinach and Ricotta gnocchi<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salad<br>Fresh homemade bread | PACKED LUNCH FOR FULL DAY EXCURSION | Dish of the day Pilled chicken<br>**Vegetarian option** Roasted Vegetables<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salad<br>Fresh Homemade bread |
| **Dinner** ***(V) Vegetarian option available** | **Dish of the day** Moussaka<br>**Vegetarian option** Vegetarian Moussaka<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salad<br>Fresh homemade bread | **Dish of the day** Chicken Leg, red onion and olive<br>**Vegetarian option** Butternut squash & spinach Frittata<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salad<br>Fresh homemade bread | **Dish of the day** Herb Turkey Schnitzel<br>**Vegetarian option** Gnocchi alla Romana<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salad<br>Fresh homemade bread | **Dish of the day** Filled jacket potato<br>**Vegetarian option** Filled jacket potato<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salad<br>Fresh homemade bread | **Dish of the day** Chicken Fajita wraps<br>**Vegetarian option** Vegetable fajita wraps<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salad<br>Fresh homemade bread | **Dish of the day** Beef / Chicken burger<br>**Vegetarian option** Bean burger<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salad<br>Fresh homemade bread | **Dish of the day** Chicken, leek and mushroom pie<br>**Vegetarian option** Vegetable and garlic stuffed mushrooms<br>**Sides** Vegetables of the day<br>A selection of freshly prepared salad<br>Fresh homemade bread |
| **Pudding** | Whole fruits | Whole fruits | Whole fruits | Whole fruits | Whole fruits | Chocolate Cake | Whole fruits |

# Technology

Wi-Fi is available campus wide and is password protected. We normally only give this password out to Group Leaders / adults. Being a private boarding school, the internet access is firewalled as per the boarding school regulations.
It is at the Group Leader's discretion whether they give these details to their students.
Wi-fi will be switched off between 00:00 and 07:00.

There are no public phones on site. The nearest is located on Church Street opposite the Alto Lounge restaurant approximately 0.8 miles / 8minutes' walk from the school.

# Security

There is CCTV coverage on campus and 24/7 duty security/wardens. The main gate is locked at midnight.

Emergency contacts: Each student will be given a wristband when they arrive, and this will have the following emergency telephone number printed on it: 00 44 1244 567695. If you need to contact the centre in the event of an emergency please call this number and follow the options for the relevant centre, this will then put you through to the person on duty.

Certain basic guidelines are common to all centres and students. Students should:

- Never walk away alone!
- Never leave the residence without permission in the evening!
- Always make sure they have understood when and where the meeting point is whilst out on excursions!
- Always wear their identification lanyard and their UKLC wristband! *
  *students found not wearing their lanyard or wristband will be fined £1

# Safety

- Remember that there is a 24-hour emergency telephone number on the wristband **(0044 1244 567695)** and that the number for the emergency services (Ambulance/Police/Fire) in England is **999**, or the single emergency number for the EU including the UK is **112** or you can call **101** to report a crime where you do not need an emergency response
- The police are there to help and protect and can be asked for assistance!
- Never respond to someone if you feel threatened, simply walk away!
- Always give your money to the UKLC management team to put in the safe and never to carry large amounts of cash around!
- Be careful crossing the road. Remember that in the UK we drive on the left!
- If you feel unwell, tell a member of UKLC staff immediately.
- Keep all windows closed when not in your bedrooms!

## Insurance and valuables

Although all houses will be accessed via codes, rooms cannot be locked and it is suggested that students try to avoid bringing very expensive items with them. If they are bringing valuables with them, it essential that they have sufficient insurance to cover any loss of damage as neither the centre nor the company can be held responsible if anything goes missing. The Centre Manager will have access to a safe if it is required.

# Teaching

We know how important it is for each individual student to find their own path in language learning. We use a wide range of methods to engage and stimulate our students. This is why we have created a curriculum based on the students' age, level and needs, structured into four different programmes:

**FUN (ages 8-10)**
Engaging lessons that offer a wide range of materials and activities specific for our young learners, making games into lessons and lessons into games. Available in levels A1-B1.

**CONNECTION (ages 10-13)**
Dynamic lessons covering a variety of topics and media, designed to engage students using tools native to the fast-paced world they are growing up in. Available in levels A1-C1.

**ACTION (ages 13-16)**
Lessons tailored for learners stepping into their teenage years. This programme focuses on activating students' knowledge and competencies to balance developing a personal voice while contributing effectively to a team. Available in levels A1-C1.

**PURPOSE (ages 16-18)**
Lessons tailored for our students approaching adulthood, designed to kickstart their lives not only as maturing youths but also as forward-thinking global citizens. Available in levels A1-C2.

The Connection, Action, and Purpose programmes consist of three different lessons a day:

**FOCUS ON LANGUAGE**
These lessons aim to empower our students' linguistic awareness and capabilities by working on all language skills (reading, writing, listening, speaking) and systems (grammar, phonology, lexis, discourse), as well as using materials relevant to exam preparation (KET, PET, FCE, CAE, TOEFL, IELTS, GESE).

**FOCUS ON LEADERSHIP**
This programme is designed to equip students with essential 21st-century skills, focusing on leadership development, communication and teamwork. Students build the confidence and competencies needed to grow into empowered young adults.

**FOCUS ON CULTURE**
These lessons combine CLIL and British culture, allowing students to use English to explore a range of disciplines, including art, literature, natural sciences, as well as the history and geography of the UK

# Placement tests

We offer classes at four levels, from elementary to advanced. Students take a placement test on their first day of classes to ensure they are placed at the correct level.
Once the tests have been marked, students won't be told their score unless they specifically ask for it but will be placed into a class based on these results.
If students are not happy with their level, they can speak with the Course Director who will decide if it is necessary for the student to change levels.
We always try to split groups into different classes to mix nationalities, but this does depend on their levels and the numbers of students that we have on site.
We will provide all course materials including a journal and a pen.
Students are taught in class sizes up to 16.

# Programme

All UKLC summer programmes include:

- 15 hours or 21 hours of English lessons per week
- Full board accommodation in residence.
- A full programme of excursions, activities and evening entertainment.
- 1 free group leader for every 15 students.
- Placement test on arrival and End-of-Course Certificate.

## 15 Hour Programme:

- 15 hours of English lessons
- 6 hours of Activity Sessions
- 6 hours of English Plus Electives

## 21 Hour Programme – Intensive English:

- 21 hours of English lessons
- 6 hours of English Plus Electives

## English Plus Electives – new for 2027

Students can choose from a range of English Plus electives and sign up during their stay. These sessions allow students to personalise their programme, enjoy activities they love and continue developing their English skills.

## English Plus Electives available at this centre

1. **Football Coaching:** Structured football coaching develops technical skills, teamwork and game awareness. Sessions also place importance on preparation and recovery, including appropriate warm-ups, cool-downs and nutrition to support healthy sporting participation.
2. **Dance Classes:** An energetic, inclusive programme introducing a range of dance styles while developing musicality, coordination, confidence and creative expression. No previous dance experience is required, and students can participate at their own pace.
3. **Drama Lessons:** A practical, confidence-building programme exploring storytelling, character, improvisation and communication. Students develop vocal expression, imagination, collaboration and everyday speaking skills, with activities adapted to different ages and English levels.
4. **STEM Workshops:** Four hands-on workshops encourage students to think like scientists and engineers as they investigate, design, build, test and improve ideas. The emphasis is on teamwork, problem-solving, practical discovery and explaining outcomes in English.
5. **AI and Digital Workshops:** Four practical workshops help students explore AI and digital tools creatively and critically. Students develop digital literacy, problem-solving and responsible AI habits, while building or shaping a digital outcome and explaining their ideas.

At centres operating a zig-zag programme, lessons may also take place in the afternoon. This is confirmed on the final programme provided before arrival.

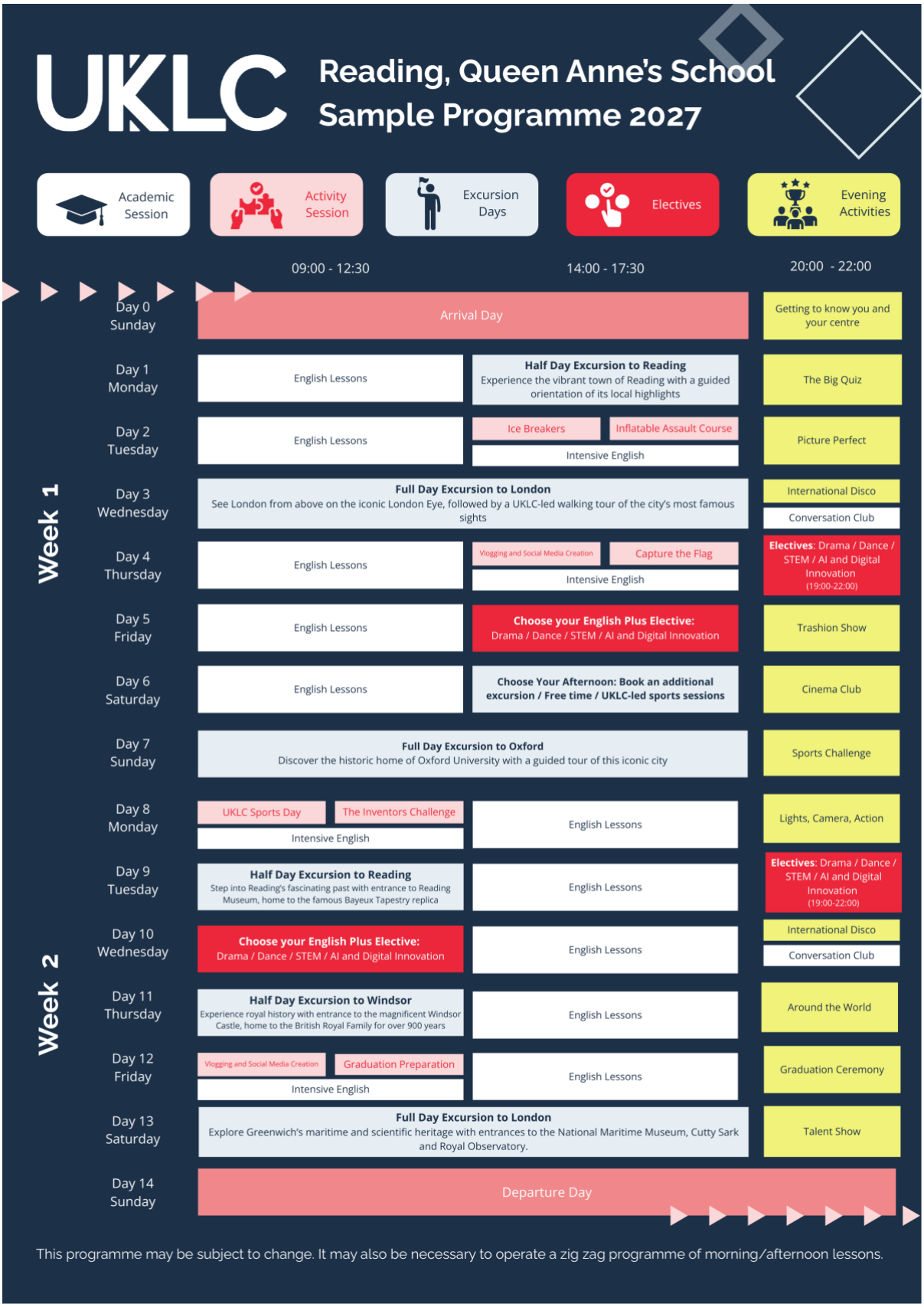
## A typical day for students

| | |
|---|---|
| 08:00 – 09:00 | **Breakfast** |
| 09:00 – 10:00 | **Lesson 1 or Activities or chosen programme or excursion** |
| 10:00 – 10:15 | **Break** |
| 10:15 – 11:15 | **Lesson 2 or Activities or chosen programme or excursion** |
| 11:15 – 11:30 | **Break** |
| 11:30 – 12:30 | **Lesson 3 or Activities or chosen programme or excursion** |
| 12:30 – 13:30 | **Lunch** |
| 14:00 – 15:00 | **Lesson 1 or Activities or chosen programme or excursion** |
| 15:00 – 15:15 | **Break** |
| 15:15 – 16:15 | **Lesson 2 or Activities or chosen programme or excursion** |
| 16:15 – 16:30 | **Break** |
| 16:30 – 17:30 | **Lesson 3 or Activities or chosen programme or excursion** |
| 18:00 – 18:45 | **Dinner** |
| 20:00 – 22:00 | **Evening Activities** |
| 22:30 | **Bedtime** |

This centre runs on a 'zig-zag', meaning the order of lessons and multi-option activities/excursions will change after a week. See example below.

# Reading, Queen Anne's School Programme

Please note: This is a sample programme and may be subject to change. It may also be necessary to operate a zig zag programme of morning / afternoon lessons.



# Facilities

- Outdoor sports fields
- Drama & dance studios
- Indoor swimming pool
- Indoor sports hall
- Tennis courts
- Netball courts

# Evening entertainment

UKLC Activity Teams deliver fun and engaging evening activities for students to practise their English, make new friends and enjoy their time at the centre.

Students receive their evening activity programme on their first day. Activities can include:

***Lights, Camera, Action*** – students re-enact famous film scenes, create scripts in English and perform for the centre.

***Talent Show*** – students can perform singing, dancing, acting and other talents.

***Trashion Show*** – students create outfits from recycled or unexpected materials and take part in a catwalk.

***International Disco*** – students socialise and dance to music from around the world.

***Around the World*** – teams take part in activities inspired by different countries.

***Picture Perfect*** – a creative team activity designed to encourage collaboration and English communication.

***The Big Quiz*** – students work in teams to test their knowledge across a range of fun topics.

***Conversation Club*** – an opportunity for students to practise speaking English while discussing interesting topics.

New for 2027: ***Evening Electives*** – once a week, students can choose from a range of evening activities, giving them more opportunities to personalise their programme.

**We look forward to welcoming you to Queen Anne's School, Reading in summer 2027!**