



# UKLC

**Chichester, University of Chichester**  
Centre Handbook  
2023

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Thank you very much for your interest in our centre at the University of Chichester. 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 +44 (0)1244 577995.

We look forward to a successful summer 2023  
at University of Chichester.

# Summary



**Amazing city centre location**



**College or University**



**Homestay available**



**Ensuite accommodation**



**Intensive English**



**Drama**



**Dance**



**Life Skills**



**Football**



**Short Transfers**

# The Centre

The University of Chichester dates back to 1839 and is set in spacious surroundings which include historic buildings and modern facilities. It is a closed urban campus 10 minutes' walk from the city centre and close to the South coast. It has excellent performing arts facilities.

It is a closed site with high security. With CCTV on campus, the buildings have key coded access and on-site security officers.

There is a total of 255 beds in 12 separate houses.

On campus, there are grass areas where students can take part in sports and activities.

In this centre, we accept students travelling in groups from 11- 17 years old.





# Location

UNIVERSITY OF CHICHESTER, COLLEGE LANE, CHICHESTER, PO19 6PE

Telephone Number: 0044 1243 816000

Population: 23,730k

**It is a short distance to the city centre the from University of Chichester - approximately. 0.7 miles (10 minutes' walk)**

Chichester is a cathedral city in West Sussex in south-east England, surrounded by beautiful countryside. It has a long history as a settlement from Roman times and was important during the Anglo-Saxon period. It is home to some of the oldest churches and buildings in Great Britain.

Chichester's pedestrianised city centre is neatly enclosed within the ancient city walls which helps keep it safe and secure for visiting students to explore on foot.

## Airport Transfers:

London Gatwick: 1 hour

London Heathrow: 1 hour 10 minutes

London Stansted: 2 hours





### Building number and colour key

#### Learning and Teaching Space:

1	Learning Resource Centre
3	artOne
4	Music Block
8	The Chapel
13	The ShowRoom
14	Theatre & Dance Studios
15	Dance Centre

#### Social Spaces

2	Students' Union
12	Otters Restaurant
16	Staff Club
17	Costa Coffee
	Halls of Residence

#### Office Space:

5	New Hall
6	Student Services
7	Health Centre
11	The Cottages
	Sports Complex

#### Receptions

A	Main Reception
B	Accommodation Reception

#### Parking & Fire Assembly

P	Parking
♿	Disabled parking
F	Fire Assembly Point

# Local Amenities

## Post Office

*Chichester Post Office*

Address: 9 North St, Chichester PO19 1AB (0.8 miles / 15 minutes' walk)

## Supermarket

*The Co-operative Food*

Address: East Street, 52 East St, Chichester PO19 1JG (0.8 miles/ 15 minutes' walk)

## ATM

*East Steet ATM*

Address: Barclays Bank, 74/75 East St, Chichester PO19 1HR (0.9 miles / 16 minutes' walk)

## Chemist

*Boots Pharmacy*

Address: 10-12 North St, Chichester PO19 1LB (0.9 miles / 16 minutes' walk)

## Hospital

*St Richard's Hospital*

Address: Spitalfield Lane, Chichester, West Sussex, PO19 6SE (0.3 miles / 6 mins)

## Doctors

*Langley House Surgery*

Address: 27 West Street, Chichester, PO19 1RW (0.9 miles / 18 minutes' walk)

*\*N.B. If a student is ill and requires a doctor, then a Group Leader and a UKLC staff member will take the student to St Richard's Hospital. The student will be required to fill out a temporary patient form and will be seen on the same day.\**

## Dentist

*Little London Dental Care Ltd*

Address: 31 Little London, Chichester, PO19 1PL (0.6 miles / 12 minutes' walk)

## Bus Stops

Turn left out of the school and it is approximately 100 metres away. There are frequent buses that run to the train station and city centre.

## Train Stations

*Chichester Railway Station*

Address: Southgate, Chichester, PO19 8DL (1.1 miles / 23 minutes' walk)

*Frequent, fast rail links to London, Brighton, Portsmouth and Southampton.*

## Taxi Companies

*Central Cars Chichester: 01243 789432*

*Station Taxis (Black cabs): 01243 774948*

### **Coffee Shops**

*The Exclusive Cake Shop & Vintage Tearooms*

*The tearooms offer a real 'Vintage Tea Experience'. There is a large selection of fine teas to choose from as well as good quality coffees.*

Address: Hill House, North St, Chichester, PO19 1NF

Walking distance from Chichester: 0.6 miles (12 minutes' walk)

### **Restaurants**

*The Park Tavern*

*A cosy traditional pub that offers the very best of British. Fresh real ales and rustic home-made food.*

Address: 11 Priory Rd, Chichester, PO19 1NS

Walking distance from Chichester: 0.7 miles (15 minutes' walk)

*The Nags Head*

*Traditional pub serving real ales, featuring patio seating and an informal restaurant, offering a carvery and classic home-cooked food.*

Address: 3 St Pancras, Chichester, PO19 7SJ

Walking distance from Chichester: 0.7 miles (14 minutes' walk)



# Accommodation

The University has 12 residential houses with is a mix of single en-suite, twin and single standard rooms. These houses are subject to change depending on availability. The houses and rooms on campus will be accessed via swipe card or key entry system.

All bedding and towels are provided.

## 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 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 and towels are changed once a week. Bedrooms and bathrooms are cleaned once a week. Rooms are checked with bins emptied 3 times a week.

There are washing machine and tumble dry facilities located in the main quad that are coin-operated. It costs £2.00 per wash and £1.00 per dry.

## Key Loss

Group leaders and students will be issued with a key for their room. If any key is lost during the stay, there will be a £5 fee for a replacement

## 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, returning 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.

Mealtimes:

Breakfast: 08:00 - 09:00

Lunch: 12:30 - 13:30

Dinner: 18:30 – 18:45

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

# UNIVERSITY OF CHICHESTER, SAMPLE MENU

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>Breakfast</b>	Croissants Toast, Cereal, Yoghurt Butter and Jams	Croissants Toast, Cereal, Yoghurt Butter and Jams	Croissants Toast, Cereal, Yoghurt Butter and Jams	Croissants Toast, Cereal, Yoghurt Butter and Jams	Croissants Toast, Cereal, Yoghurt Butter and Jams	Croissants Toast, Cereal, Yoghurt Butter and Jams	Croissants Toast, Cereal, Yoghurt Butter and Jams
<b>Lunch *(V) Vegetarian option available</b>	Aubergine Parmigiana (V) <b>Or</b> Chicken Korma, Basmati & Poppadums, Cauliflower & Chutneys <b>Or</b> Fusilli Roasted Tomato & Basil Sauce with Focaccias Slab	Stuffed Red (V) Peppers with Spinach, Peppers, Rice & Thyme <b>Or</b> Lamb Moussaka with Green salad & Garlic Bread <b>Or</b> Leek & Gruyere Cheese Pastry Tart	Mushroom Stroganoff on Brioche with Parsley & Fresh Salad (V) <b>Or</b> Roast Loin of Pork, Yorkshire Pudding, Roast Potatoes, Broccoli, Carrots & Gravy <b>Or</b> Roasted Vegetable, Garlic Bread & Salad	Beetroot & Squash Frittata with Smoky Mayonnaise (V) <b>Or</b> Cobbler with Beef Mince, Carrot & Sugar Snap Peas <b>Or</b> Squash and Sage Risotto  Mixed salads, Soups and Filled Breads available	Spring Vegetable Paella (V) <b>Or</b> Breaded Plaice, Poached Fish with New Potatoes & Peas, Tartare Sauce <b>Or</b> Spinach & Ricotta Tortellini	Warm Duck Salad with Mango, Beetroot and Honey & Orange Dressing (V) <b>Or</b> King Creole Chicken served with Wild Rice <b>Or</b> Pasta Shells with Chickpeas, Red Cabbage, Garlic, Chilli & Olive Oil	Cannelloni <b>Or</b> Breaded Plaice Goujons <b>Or</b> Cheese & Onion Pasty  Selection of Vegetables, Potatoes & Plain Pasta Salad
<b>Dinner *(V) Vegetarian option available</b>	Chicken Zigger Burgers Sundried Tomato Mayo <b>Or</b> Pork Rib Steaks with B.B.Q Sauce <b>Or</b> Vegetable Ravioli  Selection of Vegetables, Potatoes, Plain Pasta, & Rice Salad	Minted Lamb Burgers <b>Or</b> Chicken Fajitas <b>Or</b> Macaroni Cheese  Selection of Vegetabl es, Potatoes, Plain Pasta, & Rice Salad	Battered Fish with Tartare Sauce <b>Or</b> Spicy Bean Burger <b>Or</b> Meat Balls in Tomato Sauce  Selection of Vegetables, Potatoes, Plain Pasta, & Rice Salad	Lemon Pepper Chicken Baguette <b>Or</b> Pasta Carbonara <b>Or</b> Cauliflower and Broccoli Cheese  Selection of Vegetables , Potatoes, Plain Pasta, & Rice Salad	Roast Chicken Portions <b>Or</b> Omelettes <b>Or</b> Veggie Hot Dog & Onions with Sweetcorn Relish  Selection of Vegetables , Potatoes, Plain Pasta, & Rice Salad	Southern Fried Chicken <b>Or</b> Pasta with Italian Sauce <b>Or</b> Scampi  Selection of Vegetabl es, Potatoes, Plain Pasta, & Rice Salad	Roast Pork <b>Or</b> Hot Dog Sausage <b>Or</b> Pasta in a Cream and Mushroom Sauce  Selection of Vegetables , Potatoes, Plain Pasta, & Rice Salad
<b>Pudding</b>	Cold Sweet Fresh Fruit	Cold Sweet Fresh Fruit	Cold Sweet Fresh Fruit	Cold Sweet Fresh Fruit	Cold Sweet Fresh Fruit	Cold Sweet Fresh Fruit	Cold Sweet Fresh Fruit

# Technology

Wi-fi is available in all the houses and parts of the campus and is password protected. We normally only give this password out to Group Leaders / adults due to it being a university campus and limited on firewall security. It is at the Group Leader's discretion whether they give these details to their students. We endeavour to switch off wi-fi between 00:00 and 07:00.

There are no public phones on site. The nearest are in Chichester city centre.

# 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 are ill or need a doctor, 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 swipe cards, it is suggested that students try to avoid bringing very expensive items with them. If they are bringing valuables with them, it is 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 programme based on the students' age, level and need. It is called 'You Can Learn 4', or as we like to call it: 'UKL4', and it includes:

**UKL4 FUN (Ages 8-11):** Highly engaging lessons that offer a wide range of tailored material and activities for our young learners. It makes games into lessons and lessons into games.

**UKL4 CONNECTION (Ages 11-14):** Highly dynamic lessons that include a variety of topics and media, especially designed to reflect the quick-paced, interactive world our young students are growing up in. Available in levels A1-C1.

**UKL4 ACTION (Ages 14-17):** Lessons especially designed to engage our older students through more abstract tasks, topics and contemporary issues. Available in levels A1-C1.

UKL4 CONNECTION and UKL4 ACTION programmes consist of three different lessons a day:

## **1. TBL (Task Based Learning):**

During these lessons, students are encouraged to complete a task. Language is therefore acquired through the task as it emerges naturally as the result of the students' communicative needs.

## **2. S&S (Skills & Systems):**

These lessons aim at empowering 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).

## **3. CLIL: (Content and Language Integrated Learning):**

These lessons merge CLIL and British culture. Students learn about art, literature and science, or about the history and geography of the UK, while activating their linguistic knowledge.

# Placement tests

We offer classes at four levels, from elementary to upper intermediate. 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 can 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 student journal and a pen.

Students are taught in class sizes up to 16.



# Programme

All UKLC summer programmes include:

- 15 hours of English lessons
- Full board accommodation in residence or homestay
- Full programme of excursions, activities and evening entertainment
- Evening Conversation Clubs (optional)
- 1 free leader for 15 students
- Placement test on arrival and End of Course Certificate

These are summaries of UKLC English Plus programmes\*\* for Summer 2023 at University of Chichester:

## **English Plus Multi-Activity**

The “typical” summer programme consisting of a wide variety of activities and sports. Sessions are structured and are coached by specialist staff. Sessions can include tennis, basketball, volleyball, swimming, photography workshops, dance, football, and drama etc. Students are moved through two or three activities on rotation in each session.

## **English Plus Dance\***

For students with a passion for dance. Sessions take place with a specialist dance teacher and the programme works towards an end-of-course performance to the whole school. Sessions begin with a warmup before learning new steps and techniques needed to put together a dance routine. The second part of the sessions allows students to practise what they have learnt and rehearse any routines for the final performance. Styles covered include street dance, modern jazz, contemporary and West End musical.

## **English Plus Drama\***

For students with an interest in drama and a desire to improve their English through confidence building performances. Sessions take place with a teacher who will guide the students through a programme exploring various elements of acting, including improvisation, mime and role play. They will perform at the end of the course either a part of a well-known play or something they have written themselves.

## **English Plus Football\***

For students who love football and want to play it every waking minute! Coaching sessions are led by qualified staff and aim to improve each student’s technical skills and abilities. It also aims to build on their understanding of match tactics and playing systems. There are regular matches and a weekly showpiece game.

## **English Plus Intensive English\***

Additional English lessons for those who really want to maximise their language learning during their stay in the UK. Students will build on their lessons through additional taught classes at a level appropriate to their achievement in the placement test. The lesson content will be a continuation of the UKL4 programmes as outlined in the accompanying Academic Summary (see section on “Academic Tuition”).

## **English Plus Life Skills\***

For students aged 14-17 who want more from their summer school experience. The purpose is to develop students in a way that is going to be useful to them as they go on to become young adults. They will undertake seminars and workshops on topics such as “CV writing”, “interview skills”, “presentation skills”, “writing for academic purposes”, “projecting confidence, competence and credibility” etc. Elements of this will be incorporated into project work that will be presented at the end of the course.

\*Students aged between 11 and 17 who are enrolled on Multi-Activity or English Plus courses will be divided by age for activities where numbers allow. Students can choose whether to enrol on the Multi-Activity or an English Plus course.

\*\*These programmes vary at each centre. A minimum of 10 students applies to each programme and each student will be asked to select a 1<sup>st</sup> and 2<sup>nd</sup> option before arrival which they will join for the duration for their stay. Students who do not choose in advance will join the standard English Plus Multi-Activity.

# A typical day for students

08:00 – 09:00	<b>Breakfast</b>
09:00 – 10:00	<b>Lesson 1</b>
10:00 – 10:15	<b>Break</b>
10:15 – 11:15	<b>Lesson 2</b>
11:15 – 11:30	<b>Break</b>
11:30 – 12:30	<b>Lesson 3</b>
12:30 – 13:30	<b>Lunch</b>
14:00 – 17:30	<b>Afternoon Activities</b>
18:30 – 18:45	<b>Dinner</b>
20:00 – 22:00	<b>Evening Activities</b>
22:00	<b>Bedtime</b>

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.

# University of Chichester, Sample Programme - Summer 2023

	Morning	Afternoon	Evening
Week 1	<b>Tuesday</b>	English Test	<b>Chichester with Town Trail</b> Message Disco
	<b>Wednesday</b>	Lessons	Multi-Activity or Chosen Programme Paparazzi or Conversation Club
	<b>Thursday</b>	Lessons	<b>Portsmouth with Spinnaker Tower</b> Quiz Night
	<b>Friday</b>	Lessons	Multi-Activity or Chosen Programme Mini-Olympics or Conversation Club
	<b>Saturday</b>	Lessons	Optional excursion or activity Karaoke
	<b>Sunday</b>	<b>London Walking Tour- Buckingham Palace, Downing Street, Houses of Parliament, Big Ben &amp; London Eye</b> Attractions	
	<b>Monday</b>	Lessons	Multi-Activity or Chosen Programme Film Night
Week 2	<b>Tuesday</b>	<b>Chichester with Chichester Cathedral</b>	Lessons Red Vs. Blue
	<b>Wednesday</b>	Multi-Activity or Chosen Programme	Lessons Trashion Show or Conversation Club
	<b>Thursday</b>	<b>London – Natural History Museum, Harrods, Hyde Park, &amp; Covent Garden by Train</b> Lessons	
	<b>Friday</b>	Multi-Activity or Chosen Programme	Lessons Around the World or Conversation Club
	<b>Saturday</b>	Multi-Activity or Chosen Programme	Lessons Talent Show
	<b>Sunday</b>	<b>Brighton Walking Tour with Royal Pavilion</b> Leaving Disco	
	<b>Monday</b>	Departures	

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

Sports facilities on site:

- Indoor sports hall
- 1 x indoor sports dome
- Dance studios
- Drama studios
- Grass pitches
- Astroturf pitches
- Indoor tennis courts

Drama lessons will be held in the drama studios and dance lessons in the dance studio.

Sports available at this centre can include: football, handball, basketball, rounders, netball, volleyball, cricket, uni-hoc & tennis.

## Evening entertainment

The UK Language Courses staff plan fantastic activities to make sure the students enjoy their evenings. For example: discos, quizzes, fashion shows, blind date, sports tournaments etc. We ask Group Leaders to encourage students to participate as much as possible and to communicate any special ideas or requests from students.

Here are a few brief descriptions of just some of our activities for students to join in on:

### **Around the World**

Consists of a number of different stations based on activities from different countries. One staff member will be placed at each activity station. They will each represent a country and have to create an activity related to that country (for example: New Zealand – The Haka). Students will be divided into groups and given a time for each station. Students will visit each station.

### **Oscars Night**

Involves students watching a number of scenes from selected films. They will have the chance to re-enact a famous selected scene. Creating their own script, which must be in English and costumes (out of various given equipment). Scenes will be shown on a big screen for everyone to watch. Awards will be given by UKLC staff for the best reproduction.

### **Speed Dating**

Enables students from mixed nationalities to socialise and get to know each other whilst improving their spoken English. Students will have a short period of time to have a conversation on their interests, hobbies etc. Once the given time finishes they will move to another student and begin the same process again.

### **Talent Show**

Gives students the opportunity to perform talents such as singing, dancing and acting in front of the whole centre! Sign-up sheets will be available in the centre a few days before the event. There will be judges who will score the performances and give positive feedback to each student who performs on the evening.

*We look forward to welcoming you to the University of Chichester in summer 2023!*