



# UKLC

**Cheltenham, Dean Close School**

Centre Handbook

2024

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Thank you very much for your interest in our centre in Cheltenham, Dean Close 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 2024 at Dean Close School.

# Summary



**Amazing city centre location**



**Boarding School**



**Swimming Pool**



**Intensive English**



**Drama**



**Dance**



**Leadership and Life Skills**



**Football**



**Short Transfers**

# The Centre

Dean Close School was founded in 1886 and has many traditional and beautiful buildings on its grounds. Situated on the edge of the town, it is easy walking distance to the centre so students can enjoy everything that Cheltenham has to offer.

It is a closed site with high security; there is CCTV on campus and the buildings have key coded doors for access, the entrance gate is locked overnight.

Student accommodation is divided between seven boarding houses: Shelburne House, Gate, Tower, Fawley, Wilton, Caldecote and Brook Court. In each house, there is a common room and at least one kitchen that can be accessed by our groups.

We divide the students up according to their age, sex 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 on this, please contact us.

The school is set in 50 acres of parkland, so there are many grassy areas where students can relax or take part in sports and activities.



# Location

Dean Close School, Shelburne Road, Cheltenham GL51 6HE

Telephone Number - 01242 258000

Population of Cheltenham - 116.45K

It is a short distance to the city centre from Dean Close School - approximately 1.2 miles (20 minutes' walk)

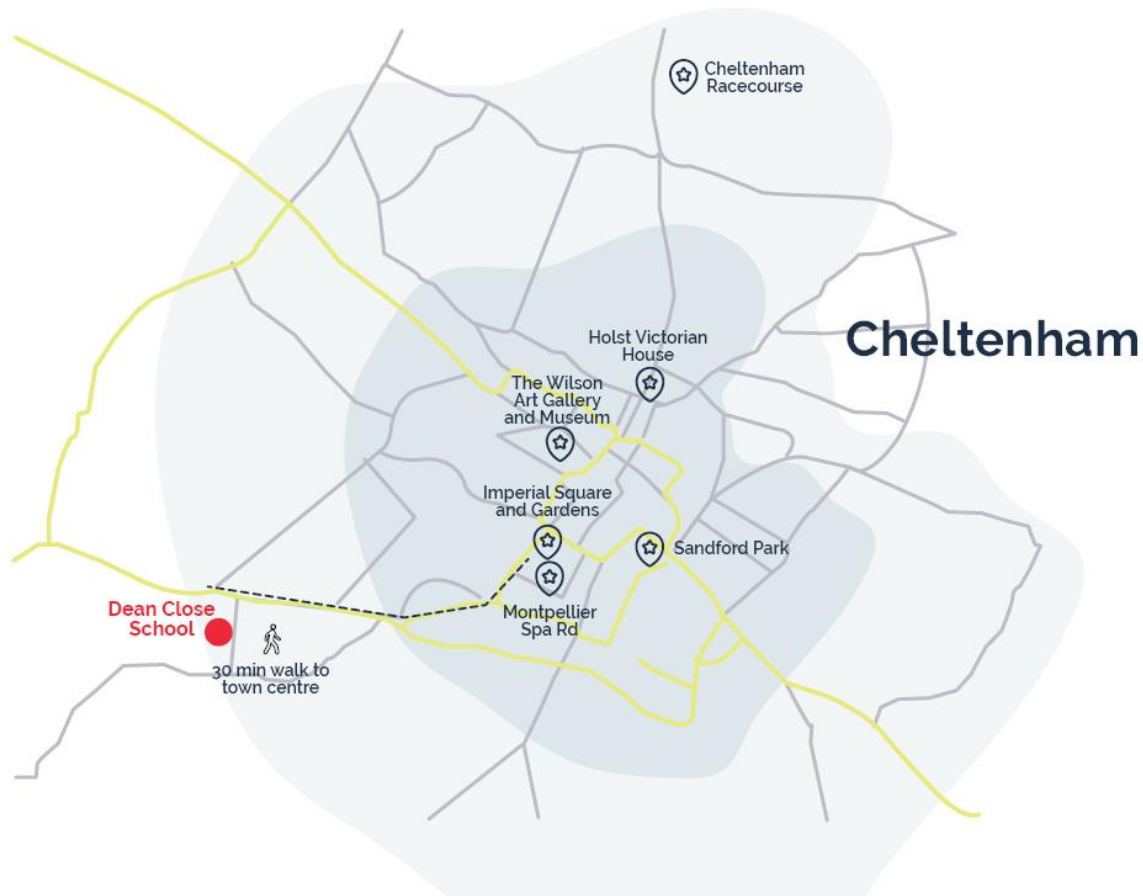
Situated in the beautiful Cotswolds, Cheltenham is full of history and culture. It's the most complete Regency town in the UK. The Regency period lasted from 1811 to 1820 and is well known for its stunning architecture which you can see scattered all around the town. Students can enjoy the many things to do in Cheltenham, as well as exploring the surrounding local area; famous for its countryside, nature and historical sites and cities.

## Airport Transfers:

Bristol: 1 hour

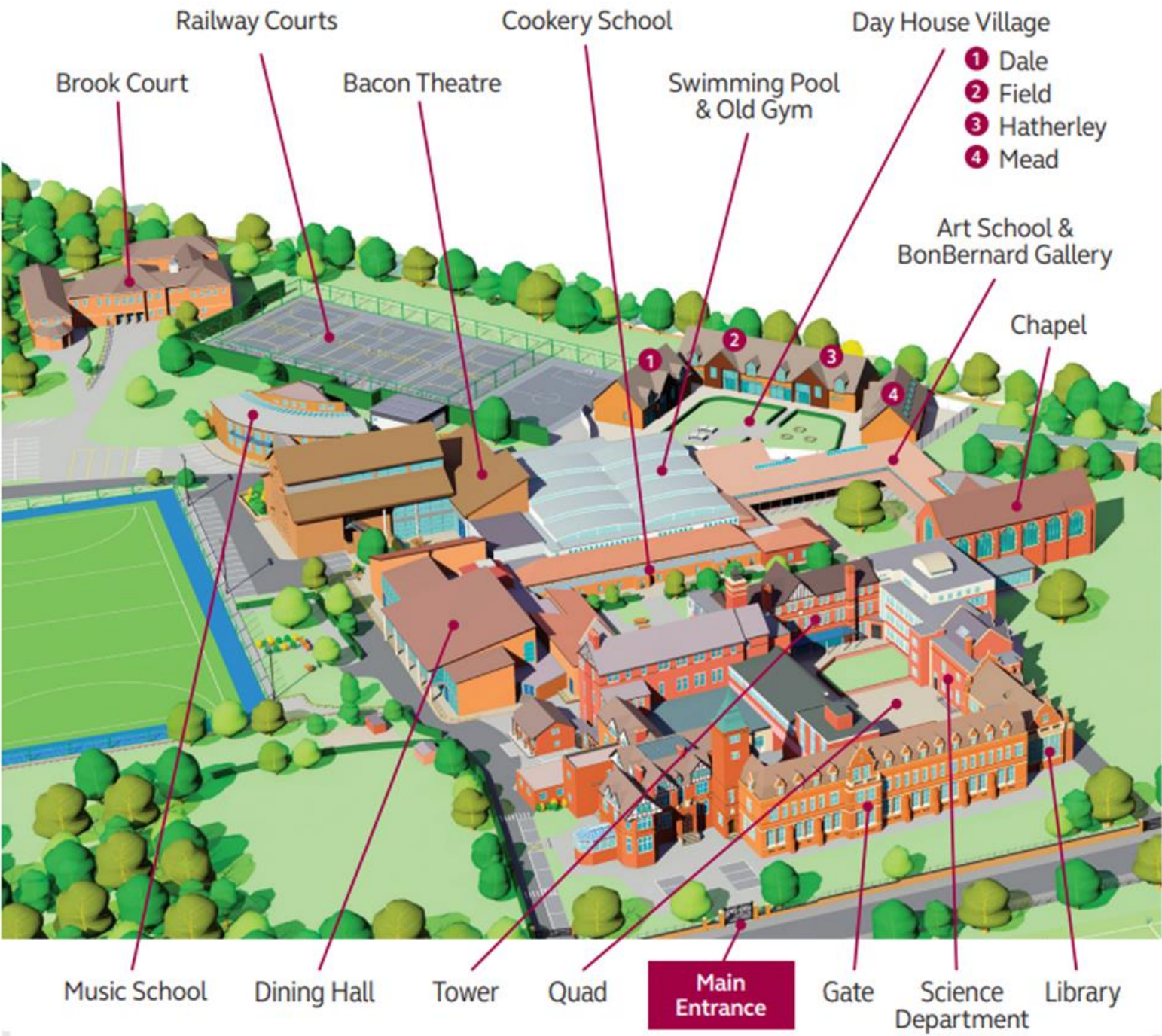
Birmingham International: 1 hour 20 minutes

London Heathrow: 1 hour 50 minutes





# MAP OF DEAN CLOSE SCHOOL



# Local Amenities

## Post Office

*Up Hatherley Post Office*

Address: 238 Hatherley Rd, Cheltenham GL51 6HB (0.7 miles / 13 minutes' walk)

## Supermarket

*Tesco Express*

Address: Tesco Express, Queen's Rd, Cheltenham GL50 2NH (0.6 miles / 13-minute walk)

## ATM

*Shell Garage*

Address: 352-356 Gloucester Rd, Cheltenham GL51 7AY (0.3 miles / 6-minute walk)

## Chemist

*The Spa Pharmacy*

Address: 12 Montpellier St, Cheltenham GL50 1SW (1.2 miles / 25 minutes' walk)

## Hospital

*Cheltenham General Hospital*

Address: Sandford Rd, Cheltenham GL53 7AN (1.6 miles / 30 minutes' walk / 7 minutes' drive)

## Doctors

Address: *Underwood Surgery*, 139 St George's Rd, Cheltenham GL50 3EQ (1.1 miles / 22 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 the NHS medical centre at Countess of Chester Hospital. The student will be required to fill out a temporary patient form and will be seen on the same day.\**

## Dentist

Address: *Gratton House Dental Surgery*, Gratton Street, Cheltenham GL50 2AS (1.3 miles/ 26 minutes' walk)

## Bus Stops

In front of the school they are approximately 60 meters away. There are frequent buses that run to the city centre and neighbouring towns.

## Train Stations

*Cheltenham Spa Railway Station*

Address: Cheltenham GL51 8NP (0.5 miles / 11 minutes' walk)

## Coffee Shops

*The Butterfly Box*

The Butterfly Box is the first ever coffee shop situated in the incredible grounds of Hatherley Park. Stop by daily to enjoy a delicious barista style coffee or grab a freshly baked cake or one of Ruby's Cookies. You will find a mass of alternative milks to suit your requirements.

Address: Hatherley Park, Cheltenham GL51 3AL

Walking distance from Dean Close School: 0.6 miles (11 minutes' walk)

### *The Coffee Dispensary*

The Coffee Dispensary is a friendly local coffee shop that love nothing more than giving customers coffee advice, as well as brewing, drinking and talking about all things coffee related. They also really love to showcase local musicians and photographers with frequent music nights and photographic exhibitions.

Address: 18 Regent St, Cheltenham GL50 1HE

Walking distance from Dean Close School: 1.6 miles (33 minutes' walk)

### **Restaurants**

#### *TGI Fridays*

Make every day seem like Friday! Along with mouth watering food and tempting drinks, TGI Fridays brings fun, friendliness and an extra large helping of good vibes to the table!

Address: 374 Gloucester Rd, St Mark's, Cheltenham GL51 7AY

Walking distance from Dean Close School: 0.3 miles (7 minutes' walk)

#### *The Lansdown*

A charming British pub and restaurant hosting live music and serving real ales and pub grub.

Address: Lansdown road, Cheltenham, GL50 2LG

Walking distance from Dean Close School: 0.8 miles (16 minutes' walk)

#### *The Daffodil*

The Daffodil restaurant is a renovated 1920's Art Deco cinema located in the Suffolk Parade area of Cheltenham.

Serving British cuisine with a strong focus on vegetarian options.

Address: 18-20 Suffolk Parade, Cheltenham GL50 2AE

Walking distance from Dean Close School: 1.3 miles (26 minutes' walk)



# Accommodation

The school has six residential houses with single, twin, triple and multi-bedded rooms and shared shower and toilet facilities. Some of the single rooms have an adjacent bathroom which is also accessible by the bedroom next door – two students therefore share a bathroom. Each house has its own common room with TV. The houses are called Shelburne, Brook Court, Tower, Fawley, Wilton and Caldecote prep house.

Shelburne is made up of single and double, Jack and Jill bedrooms (two bedrooms with an adjoining bathroom). There is one large common room and kitchen.

Brook Court is made up of single, double, triple and quad bedrooms, with a bathroom ratio of 1:5. There are also some single Jack and Jill bedrooms (two bedrooms with an adjoining bathroom). There is one large common room.

Tower is made up of single, double, triple and sext bedrooms, with a bathroom ratio of 1:5. There is one large common room.

Fawley is made up of single, double, triple, quint and sext bedrooms, with a bathroom ratio of 1:5. There is one common room.

Wilton is made up of quad and sext bedrooms comprising of bunkbeds with bathroom ratio of 1:5.

Caldecote is made up of quad and sext bedrooms comprising of bunkbeds with bathroom ratio of 1:5.

## Room Allocation

We divide the students up according to their age, gender and group. 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 on this, please contact us.

## Housekeeping

Bedding is changed once a week. All bedding is provided but **students need to bring their own towels.**

There are washing machine and tumble dry facilities located in the boarding houses. Students must provide their own washing powder.

## Key Loss

If any key or key card is lost during the stay, there will be a £25 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 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 three times a week, and the rest will be continental.

## Meal times

Breakfast: 08:00 – 08:45

Lunch: 12:30 - 13:30

Dinner: 18:00 – 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.

\*Meal times are subject to change

## Dean Close - Sample Menu

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>Breakfast</b>	Cereal Selection Grilled Bacon Scrambled Eggs Grilled Tomato Mushrooms Baked Beans Pain au Chocolat Fresh Fruit	Cereal Selection Sliced Ham Sliced Cheese Sliced Tomato Toast & Preserves Croissant Fresh Fruit	Cereal Selection Local Pork Sausages Vegetarian Sausages Poached Eggs Plum Tomatoes Baked Beans Pain au Chocolat Fresh Fruit	Cereal Selection Sliced Ham Sliced Cheese Sliced Tomato Toast & Preserves Croissant Fresh Fruit	Cereal Selection Grilled Bacon Scrambled Eggs Grilled Tomato Mushrooms Baked Beans Pain au Chocolat Fresh Fruit	Cereal Selection Sliced Ham Sliced Cheese Sliced Tomato Tomato Toast & Preserves Croissant Fresh Fruit	Cereal Selection Sliced Ham Sliced Cheese Sliced Tomato Toast & Preserves Croissant
<b>Lunch</b>	Homemade Pizzas  Sautéed Potatoes Broccoli Sweetcorn	Beef Chilli Con Carne  Bean & Vegetable Chilli  Rice Fine Beans Sliced Carrots Tortilla Chips Sour Cream	Roast Turkey  Lentil & Veg Seeded Loaf  Roast Potatoes Peas Honey Roast Parsnips Gravy	Sweet & Sour Chicken  Sweet & Sour Tofu & Veg  Rice Broccoli Prawn Crackers	Battered Cod  Mushroom Risotto  Chips Baked Beans Peas	Tandoori Chicken Legs  Vegetable Pulao  Bombay Potatoes Sliced Carrots Naan Bread Mango Chutney Roasted Coconut	Roast Pork  Lentil & Vegetable Sweet Potato Cottage Pie  Roast Potatoes Peas Honey Roast Parsnips Gravy
<b>Dinner</b>	Pasta Carbonara  Roast Vegetable, Tomato & Basil Pasta  Homemade Garlic & Rosemary Focaccia	Stir Fry Chicken Noodles  Stir Fry Tofu Noodles  Baby Corn  Prawn Crackers	Beef Burgers  Hot Dogs  Vegan Hot Dogs  Homemade Potato Wedges  Corn on the Cobs	Chinese Style Pork Rib Eye  Chinese Style Jackfruit & Veg  Egg Noodles  Stir Fry Vegetables	Homemade Lasagne  Lentil & Veg Lasagne  Garlic Bread  Sweetcorn	Turkey & Chorizo Risotto  Bean & Courgette Risotto  Fine Beans	Chicken Stroganoff  Mushroom, Pepper & Vegetable Stroganoff  Rice Red Cabbage

# 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. However, 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 are in Cheltenham town 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
- Full programme of excursions, activities and evening entertainment
- 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 2024 at Dean Close School, Cheltenham:

## **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”).

## **Leadership & Life Skills\***

This programme offers a blend of language development and essential life skills through a series of seminars, workshops, and media-based projects which cover CV writing, interview skills, presentations and academic writing. The curriculum fosters creativity, critical thinking, and effective communication and it includes sessions designed to cultivate global leadership skills to prepare students for the modern professional world. This course is valid for PCTO funding.

\*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. All students aged between 8 and 10 will be automatically enrolled on the multi activity programme.

\*\*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 or Sports/activities or chosen programme</b>
10:00 – 10:15	<b>Break</b>
10:15 – 11:15	<b>Lesson 2 or Sports/activities or chosen programme</b>
11:15 – 11:30	<b>Break</b>
11:30 – 12:30	<b>Lesson 3 or Sports/activities or chosen programme</b>
12:30 – 13:30	<b>Lunch</b>
14:00 – 15:00	<b>Lesson 1 or Sports/activities or chosen programme</b>
15:00 – 15:15	<b>Break</b>
15:15 – 16:15	<b>Lesson 2 or Sports/activities or chosen programme</b>
16:15 – 16:30	<b>Break</b>
16:30 – 17:30	<b>Lesson 3 or Sports/activities or chosen programme</b>
18:00 – 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.

# Dean Close School, Cheltenham

## Sample Programme - Summer 2024

	Morning	Afternoon	Evening	
Week 1	<b>Thursday</b>	English Test	Multi-Activity or Chosen Programme	Message Disco
	<b>Friday</b>	Lessons	<b>Cheltenham Orientation Tour</b>	Paparazzi or Conversation Club
	<b>Saturday</b>	Lessons	Multi-Activity or Chosen Programme	Quiz Night
	<b>Sunday</b>	<b>Oxford and Christ Church</b>		Mini-Olympics or Conversation Club
	<b>Monday</b>	Lessons	Multi-Activity or Chosen Programme	Karaoke
	<b>Tuesday</b>	<b>Gloucester with Gloucester Cathedral</b>	Lessons	Attractions
	<b>Wednesday</b>	Multi-Activity or Chosen Programme	Lessons	Film Night
	<b>Thursday</b>	<b>The Wilson – Cheltenham Art Gallery &amp; Museum</b>	Lessons	Red Vs. Blue
Week 2	<b>Friday</b>	Multi-Activity or Chosen Programme	Lessons	Trashion Show or Conversation Club
	<b>Saturday</b>	<b>Stratford Upon Avon and Shakespeare’s House</b>		Oscars
	<b>Sunday</b>	Free time, Activities or Optional Excursion		Around the World or Conversation Club
	<b>Monday</b>	Lessons	Multi-Activity or Chosen Programme	Talent Show
	<b>Tuesday</b>	Lessons	<b>The Cotswolds: Sudeley Gardens and Castle</b>	Leaving Disco
	<b>Wednesday</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:

- Sports hall
- Heated indoor swimming pool
- Tennis courts
- Astro turf Pitches

Drama lessons will be held in the theatre and dance lessons in the dance studio.

Sports available at this centre can include - football, handball, basketball, rounders, volleyball, cricket, lacrosse, table tennis, tag rugby, indoor hockey, badminton & 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 Dean Close, Cheltenham in summer 2024!*