



ROYAL RUSSELL SCHOOL CROYDON

Ages: 10 - 17

Royal Russell School

Royal Russell is a traditional English boarding school set in acres of woodland in an area of outstanding natural beauty. Her Majesty the Queen is the patron of the school and she has visited the school on a number of occasions. It is situated in an 'oasis' of green and yet is only minutes from central Croydon with very easy access to central London and its world famous attractions. With spacious playing fields and a university style campus atmosphere the school provides a wonderful environment for a summer vacation English language course.

The best centre for students who want to study in a traditional English private school with outstanding sports facilities and yet want to have easy access to the centre of London.

30 minutes to London.



Information

Residential Accommodation

Start Dates	Age	2 weeks	3 weeks	Extra weeks or 1 week	Price includes
8 July – 22 July 29 July – 5 August – *12 August	10 - 17	£1,690	£2,325	£955	<ul style="list-style-type: none"> Standard Conditions The London Experience: 3 afternoons and 1 evening per week in London (supplement of £40 per week)

STANDARD CONDITIONS

15 hours per week lessons in multinational classes + Full Board Residential Accommodation + Activity Programme with 4 daytime activities, 5 evening activities at the Centre, 1 half day trip and 1 full day trip per week.

*One week courses are available only on these dates.

EXTRA NIGHTS

£45 per week by arrangement.

Airport Transfers – One Way

Airport:	Heathrow	Gatwick	Stansted	Luton
Shared Coach	£45	£45	£55	–
Taxi	£75	£55	£110	£110

TERMS AND CONDITIONS

To ensure host families / residential staff (and students) are not unduly inconvenienced the latest scheduled arrival time at an airport should be no later than 21:00 and the earliest scheduled departure from an airport should be no earlier than 10:30.

All group members must arrive and leave together.

All students are met at the flight arrival gate on arrival. Children and juniors are supervised at all times.

THE SHARED TRANSFER SERVICE BY COACH

At all airports operates on arrival between 09:00 hours and 17:00 hours (waiting time 0 – 3 hours) and on departure for flights leaving between 10:30 hours and 18:00 hours.

Juniors (aged 15 and under) must use our transfer service or be accompanied by a responsible adult aged 18 or over.

Adult (18+) and Young Adult (16 & 17) students who have chosen to travel independently will be sent precise train and coach information when booking a course.

Individual taxis are available on any arrival day at any time from any arrival point: airport, railway station, ferry port etc.

Other Information

RESIDENTIAL ACCOMMODATION

Students stay in multinational dormitories with other students from different countries. Twin and single rooms are also available – full accommodation details available for each centre on request. Group members should all have either full board or half board and shared or single room.

LESSON TIMES

Students receive 3 hours actual teaching per day, total 15 hours per week. Residential Courses have morning lessons and afternoon sports and activities. All members of a group must have the same course of lessons.

SUPERVISION OF HOME-STAY JUNIORS

The safety of our junior students is our prime concern. We ensure that they are always under the supervision of our trained staff whether in class or participating in activities. Our home-stay junior students are placed in experienced families. Each centre has a junior liaison officer responsible for overall supervision.

Social Club excursion tickets are sold to junior students aged 15 and under on the understanding that they agree to stay with the staff escort, group leader or another responsible adult at all times. For those kids residing with families, after full day coach trips we arrange for students to leave the coach close to their families and after evening activities. Activity Leaders will ensure that their students get home safely.

NOTE: Please note that Children aged 10 and 11 must have a Residential Course.

POCKET MONEY

Students taking a Residential Course need only bring their personal spending money - everything else is included. Student's pocket money may be deposited with the centre either before or on arrival. Notice of 2 days must be given when large amounts of pocket money are required.

ACTIVITY PROGRAMMES

All Residential courses and Residential Home-stay courses include a comprehensive Activity Programme of excursions, sports and activities – the programmes are run by our resident Activity Leaders and their teams.

The school reserves the right to amend the activity programme according to prevailing circumstances and to substitute one activity for another. The replacement will be of equal or greater value. The school also reserves the right to change the order of activities. Tickets are non-transferable. Booking for an activity programme or additional trips must normally be for the complete group. We cannot guarantee a choice of Social Club activities for reservations made after April 15th.

INSURANCE

It is now a legal requirement to take out an insurance policy to cover students against travel and medical problem and cancellations or termination of the course. The school offers an insurance policy designed for students of English UK schools at £5 per week.

RESERVATION

To avoid having too many students of any one nationality at the school at any one time there are a limited number of places on every course for each nationality. Reservation should therefore be made as early as possible.

To make a reservation for a number of group places we must receive:

- The Group Reservation Form with as much detail as possible about the group.
- A deposit of £150 GBP per student to be irrevocably credited to our bank account for the exact number of places to be reserved.
- Deposit for July courses must be paid by April 15th and for August courses by May 15th.
- The balance of the total group invoice must be credited to our bank account no later than 21 days before the arrival date.

The Enrolment Form on its own though does not constitute a reservation and does not guarantee availability of places.

On receipt of the Enrolment Form we will send a Proforma invoice together with a Student Details Form which must be completed and returned to us with the full and final details of the students in the group no less than 30 days before the arrival date.

ENROLMENT

We cannot guarantee acceptance of any group or part of a group until a reservation has been properly made as detailed below. We reserve the right to refuse the enrolment of any student for any reason including inappropriate level of English.

Complete the enrolment form and either fax or post it to us as soon as possible.

Fax number: +44 203 014 8949

Address:

TECLA Languages Ltd
31 Southampton Row
London
WC1B 5HJ
United Kingdom

or email it back to info@tecla-languages.co.uk

You should also pay a deposit of £150.00 per student at the same time.

PAYMENT

The deposit must be paid when you book your course. It is also possible to make full payment of fees at this stage. Full payment details will be provided.

When we have received your enrolment form and £150.00 deposit (per student) we will reserve the course and accommodation for you and send you a Certificate of Enrolment confirming your course dates and the total price.

Please note: We must receive full payment for your course at least 21 days before you arrive.

CANCELLATIONS

If you cancel your course because your visa application was refused we will refund 100% of fees paid on receipt of the original written visa refusal.

If you cancel your course or accommodation up to 21 days before the start date, we will refund the total fees paid minus the deposit. If you cancel your course less than 21 days before the start date, the full value of all fees paid, minus the deposit, will be transferred to another course of your choice at a later date.

If you wish to cancel all or part of your course or accommodation after your arrival 4 weeks' notice must be given. The balance of the accommodation fees will be refunded in full and the balance of the tuition fees will be transferred to another course at a later date. If less than the required notice period is given, 4 weeks' tuition and accommodation fees will still be deducted from the remaining balance.

CANCELLATIONS AND CHANGES FOR GROUPS

Cancellation of any of the reserved places up to 14 days before arrival will result in a cancellation charge equal to the deposit paid on those places. However, after we have received final details we make no administration charge for replacing a cancellation with another booking.

Payment of the deposit for a number of places makes the group liable for payment of the full invoiced value of those places. Cancellation of any of the reserved places within 14 days of arrival will result in a cancellation charge to the full invoiced value of the cancelled places.

The final payment is not refundable but we make no administration charge for replacing a cancellation with another booking.

A refund will not be made if a group arrives later or leaves earlier than booked.

VARIATIONS

In certain cases these terms may be varied by mutual agreement.