



# ELEA | 2024

ENGLISH LANGUAGE EXPERIENCE AND ACTION

## COURSE PACK

MEET **#TeamELEA**



# WELCOME NOTE

Dear Participants and Families,

Welcome to our English Language Experience and Action summer programme! Our ELEA team is very excited to have you onboard this innovative, challenging and experiential two-week programme organised by UWC Atlantic Experience and Peartree ELEA. Following on from the fantastic success of our previous ELEA courses, we are delighted to be back with ELEA 2024.

The vision of ELEA is to improve your English-language level as you develop important life skills for your future, also equipping you with the soft skills and experiences needed to positively impact the world.

Through the wide range of adventures we have planned, you can develop team-building, leadership, communication and listening competencies, along with resilience and confidence.

ELEA will be attended by young people from diverse backgrounds from across the world. This represents a unique opportunity to share experiences and make friends that will last forever but also to have fun!

**Please read this document carefully, the contents of this document form part of our terms and conditions for enrolment onto ELEA 2024.**

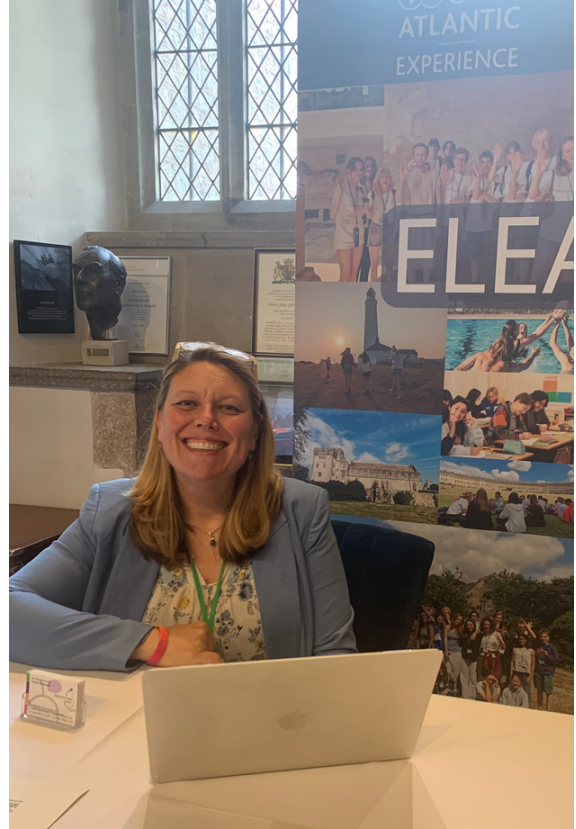
I look forward to meeting you this summer and welcoming you to the ELEA UWC family.

Nicky Partridge

ELEA Course Director

[www.uwcatlanticexperience.com/elea](http://www.uwcatlanticexperience.com/elea)

[www.peartreelanguages.com/elea](http://www.peartreelanguages.com/elea)



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Please read the information carefully and contact us if you have any concerns. Please use this checklist to prepare for the programme. The boxes that are left empty are for you to complete and help you plan.

## CHECK LIST (Please check carefully prior to departure)

## WHEN

Pay course fees to confirm your place at ELEA 2024

2 weeks from confirmation

Book travel

ASAP

Purchase any additional travel insurance you may require

Submit [Travel and Logistics form](#)

31st May 2024

Ensure you have all items in the suggested kit list

Contact us should any of your personal and emergency details change prior to arrival

Pack your bag (don't forget your travel documents)

**Get ready for ELEA 2024!**

**Now!**

## LOCATION & CONTACT

**Address:** UWC Atlantic, St Donat's Castle, Llantwit Major CF61 1WF, UK (Wales)  
Detailed travel information on how to get to UWC Atlantic by road or by rail can be found here: [www.uwcatlanticexperience.com/get-in-touch/](http://www.uwcatlanticexperience.com/get-in-touch/)  
**Email:** [elea@uwcatlanticexperience.com](mailto:elea@uwcatlanticexperience.com)  
**Telephone and 24hr emergency contact:** +44 (0) 1446 799 000

## TRAVEL INFORMATION

**We recommend booking travel as soon as your place on the ELEA programme is confirmed. You must complete the [Travel and Logistics](#) form by 31st May 2024.**

**Transfers are only available from/to Heathrow Airport and all participants not arriving directly at the College should arrive and depart from this airport.**

### **PARTICIPANT ARRIVAL | AIRPORT PICK UP**

Should you require transfer to the College, you must arrive at London Heathrow Airport on Saturday 20th July between 9am (BST) and 5pm (BST). There will be 3 departure transfer slots at 1pm, 4pm and 7pm, therefore, please expect some waiting time at the airport (a packed lunch and water will be provided).

On arrival at your terminal, collect your baggage and make your way through departures to the arrival hall and look for a member of the ELEA team who will be wearing a UWC Atlantic Experience or ELEA t-shirt and clearly holding a sign. Please ensure you have mobile data allowance that can be used in the UK to inform your parent/guardian of your safe arrival. Should parents/guardians require updated travel information, please do not email, please call +44 (0) 1446 799 000. Emails will only be intermittently checked on arrival and departure days due to staff supervising transfers.

If you are being chaperoned to the airport, please meet the ELEA team at North Meeting Point, Terminal 5. For travellers aged 16-17, please see the relevant section below.

Please be aware, the journey from Heathrow Airport to UWC Atlantic is approximately 3-hours and is an opportunity for you to start getting to know your peers. Food will be available at the College on your arrival.

## PARTICIPANT ARRIVAL | DIRECTLY AT THE COLLEGE

Participants must arrive at UWC Atlantic on Saturday 20th July between 12pm midday and 10pm. Food will be available for participants at the College. Please report to main reception on arrival and from there, a member of the ELEA team will escort you to the accommodation day room for check in. Parents or accompanying guardians dropping off the participant are invited to enjoy a short welcome reception with the ELEA team, including a tour of the campus. A welcome reception and tour will only be available on the arrival day. For travellers aged 16 - 17, please see the relevant section below.

## PARTICIPANT DEPARTURE | AIRPORT DROP OFF

Should you require transfer to London Heathrow, you must book a departing flight for Saturday 3rd August with a flight departure time between 12pm-7pm BST. Breakfast is provided before departing the College along with snacks for the journey.

If a parent/guardian is meeting the participant at Heathrow Airport, please specify this on the travel form with information on which terminal to meet you. You must meet the ELEA team between 12pm-7pm BST on departure day. For travellers aged 16-17, please see the relevant section below.

## PARTICIPANT DEPARTURE | COLLECTION FROM COLLEGE

Participants must be collected from the College by 2pm BST at the latest. For participants being collected from campus, breakfast (and if applicable) lunch will be provided. A welcome reception and tour will not be available on the departure day. For travellers aged 16 - 17, please see the relevant section below.

**Final travel plans will be communicated to parents/guardians and participants approximately 2 weeks before the start of the programme.**

**Please ensure that the participant has the emergency number in their phone and keeps their phone charged at all times: +44 (0) 1446 799 000.**

ELEA does not hold themselves liable for covering the costs of any participant missing a flight for any reason or having a flight cancelled or delayed. However, a member of staff will ensure the participant is safe and is able to organise alternative travel arrangements. The emergency contact number for participants, parents and guardians is +44 (0) 1446 799000. This line is available 24 hours a day and you will be transferred to the appropriate staff member.

## DISRUPTED TRAVEL FEES

Should you need to make last minute changes to travel i.e. cancelled/delayed flights or changing of arrival/departure days, a supplement fee of £200GBP per person plus additional transport costs (i.e. taxis) applies, payable in advance.

## TRANSFERS

In line with our safeguarding policy, participants aged 15 and under are not permitted to travel unsupervised at any time while in the UK. For example, waiting unaccompanied in the airports due to flights arriving or departing outside our specified times, or, ongoing travel to alternative departure points, such as traveling from Heathrow Airport to other airports or train stations. Students aged 12 - 15 are only permitted to arrive depart the College on either the organised transfer or accompanied by a parent or guardian.

We strongly encourage students aged 16 / 17 to only take the organised ELEA transfer or be accompanied to and from the College with a parent or guardian. In case of an alternative or independent travel request for a student aged 16/17 only, please contact us before applying and booking any travel. Our team will review your request and should this journey be considered a low risk according to our risk assessment, you will be able to apply to ELEA with next steps explained by the team. Please note that we reserve the right to refuse independent travel and admission to ELEA where the travel plan is not compliant with our duty of care to all junior students.

### UNACCOMPANIED MINORS FLIGHT TRAVEL

Parents/guardians of unaccompanied minors (participants under 18 travelling on their own) should carefully check 'accompanied flight' policies which may vary widely from airline to airline. It is very important that parents arranging an unaccompanied flight service investigate the specific policies of the airline in question. Do not hesitate to ask the airline any detailed questions about any policy that seems confusing.

Should you use a service that requires additional administration or a designated named person to be present on arrival and/or departure, a supplementary fee of £75 GBP will be charged, payable in advance. This must be clearly stated on the travel form which must be completed no later than 31st May 2024. Requests for this service after this deadline cannot be guaranteed.

If you are required to provide a name when booking this service, please use Thomas Partridge. Please be aware this will likely change and you will be updated with the name of the 'designated named person' a maximum of 1 week before arrival.

## VISAS AND INSURANCE

Participants who require a VISA to enter the United Kingdom should apply for a [Standard Visitor Visa](#). Should you need additional documents to support your VISA application, you should contact us in advance to ensure your application can be processed in time for the course start date. We will not be able to guarantee the refund of the programme fees in case of participants missing the course due to unsuccessful VISA applications.

[For eligibility information please visit: www.gov.uk/standard-visitor-visa/eligibility](http://www.gov.uk/standard-visitor-visa/eligibility)

[To apply for a Standard Visitor Visa please visit: www.gov.uk/standard-visitor-visa/apply](http://www.gov.uk/standard-visitor-visa/apply)

Although we provide Guard Me international travel insurance as standard, participants travelling from overseas may also wish to purchase travel insurance for the duration of their travel and stay at UWC Atlantic. Missed flights and baggage are covered in the Guard Me + cancellation policy - please see the insurance policy document for full details.

We will set up an insurance policy for each student individually valid for the exact dates of the ELEA course (from arrival to departure days). However, in the unfortunate case of needing to make a claim, this can only be done by the student with support from their parents / guardians and through GuardMe directly, not through the ELEA programme.

Any claims must be made within 28 days via the Guard Me online portal (<https://claimsform.axa-travel-insurance.com/>). The details of your individual insurance policy will be sent to the parents / guardians in good time before the start of the course and you will also receive a link to download the 'Doctor Please!' app.

Please note that additional travel or tourist arrangements outside the dates of the course would not be covered by this policy.

If you are visiting the UK from an EU country or Switzerland and you fall ill or have a medical emergency during your temporary stay, you can use a valid EHIC issued by your home country to access healthcare. If applicable, please ensure you bring your EHIC along with your ID/passport documents.

## TRAVEL DOCUMENTS

All participants travelling to the UK alone will need to have a printed copy of the course confirmation letter provided by ELEA, for immigration purposes.

**Please note: you may not be permitted entry into the UK without this letter.**

## FIRST AID

In case of injury, there is always a member of staff on duty who is first aid trained, and will be able to aid on site. Should any participants require further medical assistance, transport to the nearest medical facility or hospital will be available 24h/day, and parents/guardians will be kept informed accordingly at all times.



## MEDICATION

In line with our safeguarding procedure, on arrival all medication including pain killers must be handed over to the ELEA team who will store and distribute medication according to the instructions provided on the application form.

This is with exception to the following:

- Asthma inhaler - must be kept on the participant at all times
- Epinephrine autoinjector (e.g Epi-pen) - must be kept on the participant at all times
- Topical creams - can remain with the participant

**We must still be made aware of the above, but they can remain with the participant**

If participants are found in possession of any medication, including medication that can be bought over the counter in the home country, this would be considered a breach of the code of conduct and relevant action taken.

If the participant's medical status changes for any reason between the time of completing the application form and arrival, you must inform us immediately to allow us to consider any possible implications for participation in the course. Failure to inform us truthfully and accurately of such changes would result in an unacceptable compromise to our duty of care and the participant removal from the course. No refund or compensation of any kind would be given in these circumstances. Should the participant already be in the UK, parents / guardians would be entirely responsible for repatriation and all costs incurred.

## VALUABLES

Participants will have access to their own locker to store any valuables as well as their passport.

Please note:

- You are responsible for safely storing your own valuables (excluding medication) in your lockable area and ELEA takes no responsibility for any loss or theft.
- We strongly recommend you do not bring valuables or cash.
- In the case of bringing cash, we strongly recommend bringing a minimal amount.

- We strongly advise participants to bring debit cards that can be topped up by parents/ guardians online, NOT cash as many outlets in the UK are now contactless only.
- We cannot facilitate the transfer of money to participants.
- If participants bring cash, be sure to bring Pounds Sterling (UK currency only) as there is no facility to exchange money at the College and we can not provide external assistance to exchange foreign currency.
- If you bring cash or coins, please check that they are new and not old money as it will not be possible to go to a bank or post office to make the exchange. In the UK there is no requirement to carry a form of ID at any time so your passport should remain in your locker at all times.

## DIETARY REQUIREMENTS

All dietary requirements and allergies should be indicated in the application form. If we do not receive this information from you, we assume you have no specific dietary requirements and you can eat meat, eggs, fish, nuts and dairy products. All main meals will be prepared by our catering team at UWC Atlantic and we can cater for a wide and diverse range of requirements so long as this is clearly specified prior to your arrival.

Our meals include a range of healthy options, including vegan, vegetarian and halal. Hot and cold drinks, snacks and fruit will also be available throughout the day, and cereal, milk, toast and preserves will be available in the student houses throughout the whole duration of the programme.

All dietary requirements and allergies should be indicated in the application form. If we do not receive this information from you, we assume you have no specific dietary requirements and you can eat meat, eggs, fish, nuts and dairy products. All main meals will be prepared by our catering team at UWC Atlantic and we can cater for a wide and diverse range of requirements so long as this is clearly specified prior to your arrival. Weather permitting, we will have several picnic-style meals outside; where cold food or a BBQ will be served.

Participants are welcome to bring any food or nibbles of their choice, but please do not bring any food which may contain nuts as the campus is strictly nut-free.

# WHAT TO BRING

## ESSENTIAL

- Appropriate clothing (day to day clothes) include some warm options
- Loose-fitting clothing that can be worn for outdoors and sports activities, eg. tracksuit, hooded sweatshirts, shorts, leggings, etc.
- Towels (including beach/swimming towel)
- Waterproof jacket and hat or cap for the range of weather
- Hiking boots and suitable footwear for taking part in outdoor sporting activities
- Several changes of underwear/socks (complimentary laundry facilities available)
- Swimming costume
- Sports shoes
- Water bottle
- Flip flops
- Sunscreen
- Wash kit (personal hygiene items)
- Pyjamas or similar sleeping clothes
- House shoes/slippers
- Medication (This must be declared on the Application Form and clear instructions for administration must be provided)
- Mobile phone charger and adapter plugs for the UK
- Alarm clock

## OPTIONAL

- Hairdryer (we do not have hairdryer facilities on campus)
- Flag of your country/region - get your friends to sign it at the end of the programme!
- Musical instrument (if you have/play one and would like to bring it and share your musical talent with the rest of the group)
- Reading book
- Favourite card or small board game
- Personal journal/diary
- Camera
- Mobile phone
- Writing stationary
- Other waterproof clothing, e.g. waterproof trousers

# ACCOMMODATION

We will be using student houses on-campus and each house will be allocated according to the age groups, i.e ages 12-14, ages 15-17. Males and females are on separate floors or you will be allocated a single sex house. There are up to 4 participants to a room and rooms are allocated by the ELEA team before arrival based on gender, age and a mix of languages spoken. You will intentionally not be allocated a room with friends or family also on the course, to help all participants mix and make new friends.

All participants are encouraged to socialise in the house day rooms, college common areas and outside, weather permitting and should participants require additional space under specific circumstances, such as a requirement to pray, this must be clearly identified on the application form. Participants are strongly encouraged to respect each other's space, and not to access any house, including ELEA participants of a different age group, at any time. It is important that all participants respect this throughout the whole duration of the programme and ensure all participants and staff are made to feel comfortable at all times.

Included in the houses are laundry and drying facilities which participants will have self access to use throughout the course. Laundry powder will be available.

## HOUSE CAPTAINS

Each house will have designated student House Captains who will be responsible for providing students with additional support and mentoring.

**Note: If you have any concerns about any of the above, please contact us prior to arrival**

# GET INVOLVED BEFORE YOU ARRIVE

A few weeks before the course begins, participants will be invited to join an online platform to get to know other participants. Joining instructions will be sent to the participant email address provided on the application form.

Parents/guardians will be invited to view the online platform to see what activities participants are involved in over the 2-weeks! We politely ask parents/guardians to not post on the platform which is intended for the participants only.

# ARRIVAL DAYS 1 AND 2

## DAY 1

When you arrive you will need to check in. You will head over to your accommodation and you will meet more members of the ELEA staff team who are going to help and support you during your experience. We will ask for your name and check your passport / ID, which you should then store in your personal locker for the duration of the course. You will be provided with a lock for the lockable area of your room to safely store any other valuables.

Next, you will receive your ELEA t-shirt, notebook, drawstring bag, lanyard, the Wi-Fi code and a copy of the timetable. We will show you to your room with your luggage and also show you the location of the bathrooms and the laundry room. We will then give you about half an hour to settle in and then ask you to report back to the main day room where you can get something to eat and drink before you start to take part in activities to get to know your new course mates and make some friends.

We understand that you might feel a little tired, and may be a bit nervous, but we would like you to stay active and awake until lights out at 10pm to get used to the new routine and time zone as quickly as possible. If you arrive very late, you may be asked to go directly to bed after check in and dinner to ensure you are fresh for the first full day of ELEA.

## DAY 2

You will have a slightly later than usual wake up, between 7:30am and 8am and you will have breakfast in the day room of your house to get to know your new friends and relax after travelling the day before. At 9.30am we will all go to our first daily assembly.

You'll meet more members of the team, receive an induction and play some ice-breaker games. From here you'll head to a classroom, with a teacher for the day one English language assessment. You'll be placed in your class groups from the following day as we need a little time to check your tests. In the afternoon you'll have a tour of the campus, the castle, enjoy leisure time before dinner, then, in the evening you'll go on a wonderful walk!

## DAILY ASSEMBLY

Every morning on non-excursion days we will hold a daily assembly, between breakfast and the first lesson or activity. As with all aspects of the course, you must be on time for this meeting. This will be the time when we tell you all the news (including the winners of any in-course competitions), any changes (especially about the weather), what times you need to be in certain places and we will revise the daily timetable. You can also ask us any questions.

## CODE OF CONDUCT

Our code of conduct is written to protect everyone on the ELEA course and make sure that we all have a happy and supported experience.

We will not tolerate:

- Forceful projection of opinions
- Raised voices due to anger or strong feelings
- Impersonation or mockery
- Possession or use of cigarettes, alcohol or illegal drugs at any time either on or off campus (the College is a completely smoke free zone)
- Bullying or persecution of any kind
- Inappropriate or foul language
- Violence
- Lack of respect for the general rules of the school
- Breach of health and safety rules and regulations
- Breaking our ELEA course rules
- Theft

Anyone who breaks this code of conduct and causes distress to a fellow student or member of staff will be subject to the levelled rule breaking policy of the school.

# THE RULES IN DETAIL

We will operate a colour coded (levelled) rule breaking system as follows:

## Level 1 - Blue

Example: Being late or absent without excuse. Being disruptive in classes or on activity (including using mobile devices when asked not to). Being noisy. Not keeping your room tidy. Being casually rude or disobedient. Being disrespectful. Swearing. Not listening to people in authority.

Consequence of breaking Level 1 rules: Verbal warning and ongoing monitoring

## Level 2 - Brown

Example: Repeated occurrence of any Level 1 rules being broken. Any destruction of any property at any time when on the course. Accessing rooms of the opposite sex. Heavy petting (heavy public displays of affection) at any time. Accessing accommodation, of the same sex, without permission. Total disregard of rules or curfews. Setting off any alarms for no good reason. Smoking or being in possession of cigarettes at any time during the course on or off campus. Going missing on campus.

Consequence of breaking Level 2 rules: Course Director informed. Head of UWC Atlantic Experience informed. Parents / guardians informed. Written notes taken and the student is placed under strict monitoring until the end of the course.

## Level 3 - Red

Example: Consumption of drugs or alcohol, including possessing these substances. Breaking the law. Threatening, intimidating, hurting or bullying any other person at any time. Sexual intimacy, including sexual intercourse. Going missing on external activities or excursions. Staying away overnight. Gross destruction or property. Endangering yourself or others.

Consequence: All managers informed, including the Head of UWC Atlantic College. Parents/guardians informed. Police will be called in the case of law breaking or going missing. Immediate removal from the course. Parents/guardians must make arrangements to assist with the removal of the student from the course as soon as possible. No refunds will be given under any circumstances.

## DAILY ROOM INSPECTION

Your room will be inspected every day by a member of staff to check for tidiness. You are expected to keep your room clean and tidy at all times.

## CORE BRITISH VALUES

You are expected to uphold our core British values:

- (i) democracy
- (ii) the rule of law
- (iii) individual liberty
- (iv) respectful tolerance of different faiths or beliefs.

## BASIC SCHOOL RULES

- Do NOT add any member of staff to your social media account - they will say no!
- Please add @peartreelanguages and @uwcatlanticexperience to your Instagram and feel free to tag us into photos using the hashtag #teamELEA
- Do NOT take a photo or video of anyone without their permission!
- Respect the buildings
- Respect the furniture
- Respect all teachers
- Respect all activity providers
- Say 'please' and 'thank you' all the time, it is a part of British culture
- Be respectful towards all ELEA course participants
- Speak in English at home, this is polite and will help you to learn more English

## SOCIAL INTERACTION

No violence/harassment/bullying of any kind towards participants, staff and members of the public will be tolerated on campus and off-campus throughout the whole duration of the course.

## SEXUAL INTERACTION

No sexual interaction of any kind will be permitted on campus and off-campus throughout the whole duration of the course. Access to other participants' dorms will not be permitted during daytime time activities and after curfew. Participants are expected to use designated areas (eg. dayroom) to interact with each other when back in their houses.

## PROPERTY AND LOCAL ENVIRONMENT

No damage to property and/or the local environment of any kind will be tolerated on campus and off-campus throughout the whole duration of the course.



## USE OF TECHNOLOGY

Free Wi-Fi is accessible on the campus to all participants, but participants are encouraged to limit its use in order to maximize face to face social interactions with peers.

Misconduct, including cyber violence/harassment/bullying using UWC Atlantic equipment and/or internet facilities, will not be tolerated throughout the whole duration of the course.

# COMMUNICATION

## CONTACTING HOME

Participants will generally have the opportunity to contact parents/guardians between 5pm-7pm UK time, daily. On occasions such as returning from excursions, this may change. The participant will be primarily responsible for staying in touch with parents/guardians, but if at any time you wish to speak to the ELEA team, please contact us on [elea@uwcatlanticexperience.com](mailto:elea@uwcatlanticexperience.com). For emergencies, please call (+44) 1446 799000.

We encourage you to only communicate with your child occasionally to ensure they are fully immersed in this once in a lifetime experience.

Participants should make the most of every moment and live in the present! Try to avoid communicating frequently with people back home and instead use the time getting to know your new friends. You will use your mobile phone in class to carry out some project work or play some games as part of the lessons, but your teacher will take your phone away if they believe you are not using it for class reasons. Also, let your friends and family know your timetable so that they respect your time and don't bother you while you are enjoying a lesson or an activity.

## PARENT/GUARDIAN UPDATES

The ELEA team will be fully engaged in delivering the programme to the highest possible standards. As such, communication to parent/guardians will be provided by the participants, but we invite parents/guardians to follow us on our social media channels below:

 Peartree Instagram

 Atlantic Experience Instagram

By the end of the course, academic course reports and a link to a folder of photos will be shared with parents/guardians and participants.

## COMPLAINTS

Should you wish to make a complaint at any time, please email [elea@uwcatlanticexperience.com](mailto:elea@uwcatlanticexperience.com). Complaints are taken very seriously and will be investigated by a manager as soon as possible.

## UNSUPERVISED AND FREE TIME

There will be two age groups on ELEA. Please consult the specific free-time rules for the correct participant age group.

### PARTICIPANTS AGED 12- 14

Will be supervised at all times by a member of the pastoral team while in their accommodation and all designated free time will be structured and supervised. Participants may not access the campus independently during free time, but will be permitted to walk across the campus directly to lessons / meals / activities with other friends and without direct supervision.

### PARTICIPANTS AGES 15 - 17

Will be supervised overnight and a member of the pastoral team will be present in the evenings in the accommodation, but not during the lunch break (note that the accommodation block is around 50m from the welcome desk, staffed 24/7). Participants must complete all compulsory activities on the course, but will be permitted freedom to move independently around the campus during unstructured free time, but must strictly adhere to any curfews or other restrictions communicated by staff and only access designated areas of the campus.

### REMEMBER...

There will be times when all participants can relax in their accommodation. There is a day room, a TV room and also a study room with computers in each house, in addition to a large space outside the houses to play games or relax outdoors. We suggest that you use free time to also prepare for your next activity or work on your class projects.

- The rules are different according to the age of the participant, this will be made very clear during the induction and also in daily briefings (assembly). We will not change these rules under any circumstances, even if a friend, sibling or family member is in a different age band and so follows different rules.

- Boys and girls are not allowed in each other's rooms under any circumstances!
- Participants from the two age groups are not allowed to access accommodation of the other age groups.
- If you are close to one of your friends, or another course participant, think about how your behaviour with them may make others feel. For example, heavy public displays of affection may make others feel uncomfortable.
- You must only use the parts of the campus specified for your free time, according to your age group.

During the offsite activities and excursions all participants will be given the opportunity to enjoy semi-supervised free time with friends. Participants will be given a very clear area in which you to spend their time, and must stay in pairs or groups at all times and there will be a staff member patrolling the area and another staff member in a central location at all times.

## INFORMATION AND GUIDANCE

### THE ENGLISH LANGUAGE COURSE

The ELEA programme will place a strong emphasis on developing productive English language skills and activating spoken language in a collaborative, fun and inclusive classroom environment. A key aim of our programme is to increase our students' confidence and fluency when communicating in English.

Lessons are topic-based, centred on the UN Sustainable Development Goals and will develop 21st Century skills, such as creativity, initiative and critical thinking, appropriate to the age group. Our teachers, all qualified to the standards of the British Council for the teaching of English in the UK, will use a range of classroom methodologies that place the student at the centre of the learning experience and will incorporate ICT, audio-visual and real-world resources into the classroom materials.

Each lesson lasts 1.5 hours and there will be a total of 30 hours of classroom time over the full duration of ELEA. Participants are divided into two teaching cohorts according to age group and within each cohort there will be between three and four classes/levels based on the CEFR, with between 8-14 participants per class. On the first morning of lessons all participants will take a full placement test which includes a written and spoken element. Students are then placed into a language class appropriate to their level from the second day of the course. It is important to note that classes are grouped according to level and age.

## OUR COMMITMENT TO A 'SAFER SCHOOL' ENVIRONMENT

ELEA will be carefully monitored by the Peartree Academic Course Manager and the ELEA Course Director to ensure that the highest standards of teaching and learning are achieved at all times in a safe and positive environment. Our Peartree Safer School Policy details not only general safeguarding but also codes of conduct on inclusion and diversity that must be respected by all members of the ELEA community.

Our teachers will cascade our Safer School information to their students through the creation of 'Classroom Contracts' on day one that will be developed by the students themselves, with teacher assistance. These sets of rules establish norms on classroom behaviour through consensus, while also ensuring that our set standards are adhered to.

Should you wish to discuss any aspects of the ELEA English language programme, please contact Nicky Partridge, the ELEA Course Director on [nicky@peartreelanguages.com](mailto:nicky@peartreelanguages.com).

### ACTION: PHYSICAL AND OUTDOOR ACTIVITIES

The ELEA programme will involve a wide and diverse range of activities including an outdoor and action learning programme. This may include activities on land, water, underground, and those based on the sea. UWC Atlantic has a range of on-site facilities (e.g. climbing wall, swimming pool), and it also benefits from its coastal location.

Taking part in any adventurous activity involves some element of risk and it is not possible to totally eliminate them all. The management of safety is the shared responsibility of the participant, parent/guardian and ELEA/other appointed staff. Where the risks are managed effectively, a balance is achieved between having fun, learning and everyone's safety.

### OUR COMMITMENT TO SAFETY

Atlantic Experience is a College department with specific responsibility for outdoor and adventure activities. As part of its safe management our qualified staff will provide risk-managed activities. Our safety management system is externally inspected by the Adventurous Activities Licensing Authority as per UK Regulations and Legislation. (License number R0118). In addition, we are an Approved Training Centre offering Royal Lifesaving Society Awards and Qualifications.

Should you wish to discuss any aspects of the outdoor, adventure and physical activity or if you have any questions about the delivery of the programme and/or service you can contact the Head of Atlantic Experience. Parents/guardians are entitled to withdraw the participant.

consent for any aspect of our services/activities at any time by stating so in writing to the Head of Atlantic Experience, Tom Partridge: [tom.partridge@atlanticcollege.org](mailto:tom.partridge@atlanticcollege.org)

To ensure all participants and staff make the best out of this experience, we would appreciate it if you could reflect on these expectations which are to be respected and followed by everyone at all times. Should participants fail to adhere to these, parents/guardians would be informed and a decision of withdrawal from the programme may incur without prior warning. We hope you appreciate the physical, emotional wellbeing and safety of all participants and staff is our priority.

## SAFEGUARDING

Safeguarding all members of the UWC Atlantic and ELEA community, and in particular our participants, is the main priority for us.

We affirm our commitment to the wellbeing and safety of all members of our community in reflection of UWC's core values of personal responsibility and integrity, autonomy and mutual responsibility, respect and compassion. We also affirm our full commitment to safeguarding and to promoting the wellbeing of all children and young people in the care of UWC schools, colleges, national committees, projects and educational programmes. Peartree Languages also adheres to a 'Safer School' Policy which is in line with the standards set by the British Council for the teaching of English in the UK. All members of staff at the College are enhanced DBS checked.

We confirm our belief in the right of all children to be protected from all forms of abuse, neglect, exploitation and violence, as set out in the UN Convention on the Rights of the Child.

We welcome any member of the UWC Atlantic community, who wishes to report an experience of sexual misconduct, harm, abuse or neglect, to do so at any time. Individuals who choose to come forward can do so knowing that we are here to listen to whatever experience they choose to share, we will always take them seriously and will follow up to help ensure the safety of our whole community.

### REPORTING CHANNELS

You can contact the College in the first instance by emailing our Programme Designated Safeguarding Lead [safeguarding@atlanticcollege.org](mailto:safeguarding@atlanticcollege.org)

To view the Safeguarding and Respectful Community Policy please click [here](#)

To view the Peartree Languages' Safer School policy, please click [here](#).

# FREQUENTLY ASKED QUESTIONS

## WHAT DOES ELEA MEAN?

ELEA is an acronym which stands for English Language Experience and Action. These are the key elements of our programme.

## ARE LARGE PRE-ORGANISED GROUPS PERMITTED TO JOIN ELEA?

ELEA is for student participants joining independently, or for micro friend/sibling groups of a strict maximum of up to 4 people, without an accompanying group leader. The participants will not know each other before the start of the experience and the initial sessions of the programme will have a heavy focus on icebreaker sessions, helping participants to quickly make new friends and connections. Participants will be divided by age into two groups who enjoy the same course programme but on different schedules. Within the age groups, we try to mix participants as much as possible to encourage new friendships and the use of English at all times. ELEA Individuals is not suitable for pre-organised groups.

## HOW SUITABLE IS ELEA FOR REPEATING STUDENTS?

We very much welcome returning students to ELEA! While many of the main elements of the experience will be very similar each year, ELEA 2024 will have a new course syllabus and new lesson content for all classes and age groups. While the day excursions are the same as in previous years, we look for activity alternatives during the excursions where possible. ELEA is different every year as the student population varies along with the staff making each year unique but equally enjoyable for repeating students.

## HOW MANY PARTICIPANTS WILL THERE BE IN TOTAL?

There will be a minimum of 60 participants.

## WILL THERE BE A MAXIMUM OR MINIMUM OF ANY ONE NATIONALITY?

As part of our commitment to a diverse and international programme where English is the main language used at all times, there will be a maximum of 20% of participants who share the same first language.

## IS THERE A MINIMUM AND MAXIMUM ENGLISH LANGUAGE LEVEL TO BE ACCEPTED?

Yes, applicants must be able to demonstrate that their level is between B1 (Pre-intermediate) and C1 (Advanced) on the CEFR by completing the Peartree ELEA pre-enrolment assessment test. This will be graded by the Peartree Academic Manager. In case of any queries, we may ask applicants to complete a second test for clarification or attend a short online meeting with a member of the Peartree teaching team to assess their speaking competency level.

**Please note that ELEA is an English language development course and is not suitable for students with bilingual or near bilingual English language proficiency.**

## WILL THERE BE A LEVEL TEST ON ARRIVAL?

Yes, on the first morning of lessons all participants will take a full placement test which includes a written and spoken element. Students are then placed into a language class from the second day of the course appropriate to their level demonstrated during the ELEA assessment test. Please note that if there is a significant difference between a student's English language level on arrival compared to the competency demonstrated on the pre-arrival assessment, it may result in the course no longer being viable and the student needing to return home.

## WHAT IF THE PARTICIPANT THINKS THE CLASS IS TOO EASY, OR DIFFICULT, IS THERE A POSSIBILITY TO CHANGE CLASS?

Students can speak to a facilitator, a teacher or the Academic Course Manager if they feel that the class is not the right level for them. We will then make a decision together about the right class for the student and this may involve taking a supplementary level test.

## WHEN ARE THE LANGUAGE CLASSES?

Each lesson lasts 1.5 hours and there will be a total of 30 hours of classroom time over the full duration of ELEA. Classes will take place in the mornings and afternoons and on days when there is a full-day excursion, there may not be any classes.

## WHAT ARE THE QUALIFICATIONS OF THE TEACHERS/STAFF?

All teachers will be qualified to the standards set by the British Council for the Teaching of English in the UK. All activity staff are appropriately trained and experienced to offer activities. UWC Atlantic Holds and Adventure Activities Licence reference: R0118

## WILL THERE BE HOMEWORK?

There will not be homework in the traditional sense of completing exercises or writing essays. There will be project-based sessions and there could be tasks to be completed outside of the classroom, for example working with others to develop the project ideas. Also, as lessons are integrated with the social programme, students will be expected to activate the new language learned in class while enjoying their leisure time.

## WILL THE PARTICIPANTS RECEIVE A CERTIFICATE?

Yes, all participants, who complete the course, will receive a certificate stating the course dates. Participants will also receive a course report detailing the themes and language studied in class along with a personalised comment on their performance and attitude from their class teacher.

Parents will be sent a digital version of this report after the course ends.

## HOW ADVENTUROUS IS ELEA?

Participants should be ready for a challenging social programme, which mainly takes place outdoors and involves high levels of integration with other students. Participants should be prepared for, and willing to fully experience this challenge and be busy at most times of the day.

## WHAT TYPES OF ACTIVITIES TAKE PLACE?

The UWC Atlantic College campus boasts its own beach, forest, lake, brand new indoor sports centre, concert/theatre venue, cinema, an indoor and outdoor swimming pool, outdoor and indoor volleyball, climbing tower and a gym. Full use of these facilities will be made.

## ARE THERE ANY EXCURSIONS?

Yes. There will be two full-day excursions and two half-day excursions including visits to the cities of Cardiff and Bath.

## HOW IS THE ACCOMMODATION SUPERVISED?

The supervision of the houses falls under the pastoral care of the UWC Atlantic team and facilitators will be available 24 hours a day in the case of emergency or needing to provide any type of care or support to the students.



## WHAT DOES THE DAILY ROUTINE LOOK LIKE?

On all days when English language classes take place, there will be an optional early morning well-being activity. After breakfast, the students will begin the morning lessons and then have lunch. In the afternoons the social programme will take place followed by dinner. On most evenings there will be a recreational activity such as a BBQ/campfire, concert, sunset walk, cinema, and sports, among many others.

## WHAT ABOUT BAD WEATHER?

We will attempt to fulfil all aspects of the social programme, despite adverse weather conditions. However, in the event that bad weather could pose any kind of risk to safety or the significant enjoyment of the participants, a substitute activity will be provided. Again, ELEA is an action-based programme and participants should be aware that rain will not stop play!

## WHAT ARE THE ARRANGEMENTS FOR MEALS?

Most meals will be enjoyed in the main cafeteria within the castle in the 'Harry Potter style' dining room. All dietary requirements can be catered for and a full range of hot and cold food is offered. There will also be snack points throughout the day appropriate to the timetable but will typically include an additional mid-morning and mid-afternoon snack. On days when students take a full-day trip or need to set off early for an afternoon excursion, full packed meals will be provided.

## WHAT IF A STUDENT IS STILL HUNGRY?

In addition to the standard meal schedule, snacks will be made available in the common kitchen of each student house in the form of hot/cold drinks and also fruit spreads and bread late into the evening.

## WHAT ARE THE GENERAL SECURITY ARRANGEMENTS?

UWC Atlantic College is a gated campus with 24-hour reception and participants will be clearly informed of the security arrangements as part of the first-day inductions. Participants will be strictly monitored at all times with attendance being taken at regular intervals of the day.

## WHAT ARE THE SUPERVISION RATIOS?

The supervision ratio will differ depending on the activity. For adventure-based activities, the ratio is 1:10, for excursions/trips the ratio is 1:15.

## HOW IS WRAP-AROUND CARE ORGANISED?

The wrap-around, comprehensive pastoral care package provided by ELEA is a three-layered system, which covers all aspects of care outside of designated, supervised activity (lessons, activity sessions etc).

Layer one: One member of staff is allocated to each house and is responsible for all students living in that house (nighttime, meal times, short free time sessions)

Layer two: A Duty Management System at the campus ensures that an additional, Senior Staff Member is always on call, 24 hours a day, on a rota system

Layer three: The 24-hour reception located on site would be mobilised in the case of needing supplementary first aid, in the case of any significant emergency or fire.

## DO I NEED A PASSPORT AND VISA TO TRAVEL TO THE UK?

Yes, all foreign nationals entering the UK now require a passport (not only an identity card). Should you need to apply for a VISA in advance, you should use your ELEA course confirmation document, which you will receive when you have paid in full for your course.

Parents/guardians are required to make their own, private travel arrangements to ensure the safe and legal arrival of their child in the UK at the specified airport ready for transfer to UWC Atlantic. We are not able to offer specific advice on any airline policy or entry UK requirements.

## HOW DO I BOOK?

In order to book a place, please apply through the UWC Atlantic website or via your Educational Tour Operator (ETO). You will be asked to complete an application form which also includes a medical section, parent/guardian section and assessment test. These documents will then be reviewed by the ELEA team and, if your application is successful, we will then issue you with an invoice for the full course fees.

## WHEN IS PAYMENT REQUIRED?

Once your ELEA application is approved, you will be issued an invoice that you must pay within 14 days via the payment link on the invoice.

When we receive your full fees you will be issued a booking confirmation letter that can be used for visa applications and this letter must also be printed for presentation to immigration on arrival in the UK. Should you require an extension for the payment deadline, please contact us directly to discuss this further.

## ARE FEES NON-REFUNDABLE?

All fees are non-refundable from the point of payment, however, please note the benefits of the included insurance policy, full policy documents for which are available on the UWC Atlantic ELEA webpage.

## WHAT ARE THE FULL TERMS AND CONDITIONS?

This FAQ document forms the basis of our core ELEA terms and conditions. In addition, ELEA falls under the umbrella of all summer programmes taking place at UWC Atlantic Experience and as such is governed by the standard terms and conditions of all summer courses at the College, a copy of which will be provided.

## ANY FURTHER QUESTIONS?

Please email us on [elea@uwcatlanticexperience.com](mailto:elea@uwcatlanticexperience.com) for any further questions and we will reply as soon as we can!