



UNIVERSITY COLLEGE DUBLIN (UCD)

Ensuite residential accommodation

16TH JUNE TO 19TH AUGUST 2018

AGE: 13 – 17 YEARS

GROUPS & INDIVIDUALS





UNIVERSITY COLLEGE DUBLIN (UCD)

Experience the best of student life in one of Ireland's largest and most modern campuses. Study English with us in University College Dublin this summer and explore the beauty surrounding south Dublin.

DATES CAMPUS OPERATES:

16th June to 19th August 2018

AGE PROFILE:

Groups and individuals

Age: 13 - 17 years

MINIMUM COURSE DURATION:

2 weeks

ADDRESS:

ATC Language Schools,
UCD Campus Belfield,
Dublin 4,
Ireland.

STANDARD PROGRAMME INCLUDES:

- Full board accommodation
- 15 hours of English language tuition per week
- One 3 hour "World of Work" seminar/conversation club per week
- Alternate weekly morning and afternoon classes
- Interactive and communicative learning materials
- Graded certificate and end of course report
- Comprehensive sports options including Olympic-sized swimming pool once per week
- One half day visit per week including entrance fee using the LEAP card
- Three cultural half-days over two weeks exploring Dublin with ATC staff using the LEAP card
- 2 Full Day excursions by coach per two week stay including entrance fee
- Evening programme including discos, films, karaoke, Irish night and other activities
- LEAP Card (transport ticket for bus, train and tram)

VENUE

LOCATION:

Belfield is the main campus of University College Dublin and is located on a 132 hectare site only 4kms south of Dublin city centre. The beautifully landscaped gardens and modern architectural buildings are also home to students' residences and a wide range of leisure and sporting facilities.

TRAVEL TIME FROM AIRPORT:

UCD is approximately 20 kms from Dublin Airport. Journey time (depending on traffic) is approximately 40 minutes.

AIRPORT TRANSFER:

If you booked an airport transfer, you will see your driver waiting with an ATC Language Schools sign in the Arrivals Hall, where you will see your first and last name or your agency's name. If you are unable to locate your driver or are delayed in the baggage claim, please call +353 1 208 7254.

ARRIVAL PROCEDURES FOR STUDENTS:

If you are living on campus, when you arrive at UCD you will be required to check in. When you arrive on campus, please ask for an ATC member of staff who will assist you and guide you throughout your stay. You will be required to complete some paperwork and provide the security deposit before you receive your room key.



RESIDENTIAL ACCOMMODATION

BOARD STATUS:

All students accommodation is in Glenomena Village on UCD campus. Students staying in the residence are on a full board basis. From Monday to Friday students will have breakfast, lunch and dinner on campus and on Saturdays and Sundays they will have breakfast and dinner on campus and receive a packed lunch.

TYPE OF ROOM:

Single ensuite rooms in 6 bedded apartments with shared living area.

WHAT TO EXPECT FROM THE ACCOMMODATION:

Glenomena village consists of apartments, each containing six beds. All bedrooms are single, en-suite rooms. Each apartment is tastefully decorated with free Wi-Fi and dedicated study areas with a modern kitchen and living area. The living area has two 2-seater couches, table and satellite TV and the kitchen has a table and four chairs.

ROOMS INCLUDE:

- Single ensuite rooms
- Large Wardrobe
- Study desk and chair
- Bed Linen
- Towels

LINEN & TOWELS:

Bed linen and towels are provided. During your stay, towels will be replaced twice a week and bed linen once a week.

CLEANING:

Bedrooms, kitchen and living areas will be cleaned twice a week. The bathrooms are cleaned every second day. Rooms will be fully serviced between residency.

LAUNDRY:

There is a self-service launderette available for the students to use at UCD. Washing powder can be purchased on campus.

ACCOMMODATION RULES:

Accommodation reception is located in the Merville accommodation block and is open 24 hours. The phone number for the main reception is 0353 17161008.

- Students must keep their room clean and tidy.
- Students are not allowed to invite guests into the residence.
- Students who are not staying in the accommodation are not allowed to stay in the rooms.
- Girls are not allowed to stay in the boys' rooms and vice versa.
- Students are responsible for any damages/breakages caused to school/accommodation property.
- Due to the nature of shared accommodation, residents who are in the company of others who behave badly may be seen as partly responsible and disciplined accordingly. Likewise, residents that do not admit to their part in a particular issue may cause their flatmates to receive disciplinary action unfairly.
- Students who have lost/misplaced room keys must be accompanied by a group leader in order to gain access to their rooms. Apartments should be left in the same condition as when students arrive. Any maintenance issues should be reported to the Merville reception.



SECURITY:

There are 24 hour security guards monitoring the campus, dealing with security related matters and responding to fire alarm activations. Students may be asked to identify themselves and respond to directions relating to safety and security.

KEYS :

An electronic key system is in place in Glenomena residence. Each student will be provided with a key that will open their apartment and room only. Lost cards can be replaced by UCD at a cost of €15 per key.

LESSONS

LOCATION:

Lessons will take place on the campus at UCD.

COURSE:

Students' first lesson will take place the day after arrival (unless this is at the weekend or the scheduled day for full day excursions).

Lessons will be 3 hours per day, for a total of 100 minutes. Students will get their full 30 hours of General English over a standard two week programme even in the case of mid-week arrivals. Students will have two lessons per day with two different teachers, giving them the opportunity to experience different teaching techniques and methods during their course.

Mornings: Monday to Friday on an alternate weekly morning from 9.00 to 12.50 (with a 30 minute break).

Afternoons: from 14.00 to 17.50 (with a 30 minute break).

EDUCATION FRAMEWORK:

Lessons are delivered using the communicative approach and provide an interactive and engaging learning experience for all students. Lessons have been developed using the Common European Framework of Reference for Languages, CEFR. Levels from A1 (Elementary) to C1 (Advanced) are offered.

MAXIMUM PER CLASS:

There will be a maximum of 15 students per class, however, usually there are approximately 13 students per class. Classes are held in comfortable, modern and spacious classrooms in the university.

EDUCATIONAL MATERIAL:

All learning materials will be made available to students. Students will receive a graded certificate and end of course report on their last day of lessons.

THE WORLD OF WORK SEMINARS/ CONVERSATION CLUB — 3 HOURS PER WEEK:

For this part of the programme the students will be split into two age categories (13-14 and 16+) so that they attend age relevant sessions with the hours completed being included on the final certificate. For those students over 15 they will have career workshops and lectures which will include interview techniques and CV writing, whereas the younger group will have interactive workshops involving short paired activities and making presentations, making it a more entertaining experience.



WHAT TO EXPECT DURING A STANDARD TWO WEEK PROGRAMME:

The course is designed to develop students English language skills by integrating the key areas of reading, writing, speaking and listening. Lessons are designed specifically for different age groups. Teachers will design lessons based on the interests of the students and each lesson will have a particular focus on communication skills. Students take regular tests in order for teachers to monitor progress and ensure students are learning during lessons

FIRST DAY:

On the first day of classes students will take a placement test, this is designed to establish their level to allow the academic staff to determine the students' abilities and place them in a group of similar language capabilities.

Once the test is completed, students will be provided with their class timetable, activities schedule, and will be given a welcome talk. They will be shown where the ATC Language Schools Centre Manager's office is located and shown how to locate their classrooms.

ATTENDANCE:

Attendance at UCD is compulsory; students are expected to attend all classes unless there is a justified reason for absence. Students must attend all lessons and organised activities in order to be presented with their end of course certificate.

MEALS

MEDICAL



BOARD STATUS:

All students staying in the residence are on full board basis. Students will have breakfast, lunch and dinner Monday to Friday and on Saturdays and Sundays they will have breakfast and dinner on campus and receive a packed lunch.

DIETARY REQUIREMENTS:

If students have specific dietary requirements, ATC Language Schools must be informed at the time of booking in order to cater for these needs.

MEAL TIMES:

Breakfast: 8am to 10am

Lunch: 12pm to 2pm

Dinner: 5pm to 7pm

SAMPLE MENU:

Breakfast	Lunch	Dinner
Selection of cereals Croissant, pain-au-chocolate, Danish pastries, brioche, White rolls, toast, traditional Irish wholemeal Brown bread Butter & fruit preserves Piece of fresh fruit Yoghurt Orange juice or apple juice or bottle still/ sparkling Mineral water Freshly brewed tea or fresh percolated coffee or hot milk	Choice 1 of 2 main courses from daily menu selection Daily hot vegetable & potato or pasta Side salad (choice of 4 different salads) Bread roll & butter Yoghurt or a piece of fresh fruit or a cold dessert Orange juice or apple juice or bottle still/ sparkling mineral water Freshly brewed tea or fresh percolated coffee	Choice 1 of 2 main courses from daily menu selection Daily hot vegetable & potato or pasta Side salad (choice of 4 different salads), Bread roll & butter Yoghurt or a piece of fresh fruit or a cold dessert Orange juice or apple juice or bottle still/ sparkling mineral water Freshly brewed tea or fresh percolated coffee

MEDICAL CONDITIONS:

ATC Language Schools must be advised upon booking of any pre-existing medical conditions, allergies and medications that need to be administered to students.

HEALTH & TRAVEL INSURANCE:

Students must have adequate health and travel insurance in place prior to arrival in Ireland. Any medical expenses incurred while in Ireland will be at the students' expense.

MEDICAL EMERGENCY:

In the case of a medical emergency an ATC Language Schools member of staff will assist in seeking the appropriate treatment. Any visits to the doctor, dentist or hospital will be at the students expense (including transport where necessary). Group Leaders will be required to accompany the student in such circumstances.

LOCAL FACILITIES:

LOCAL DOCTOR:

Dr McLoughlin, UCD Sports Complex, Belfield 4, Dublin
P: 00353 1 716 2139

LOCAL DENTIST:

Mr. Clogher, 2 Roebuck Rd, Clonskeagh 14, Dublin
P: 00353 1 269 7498

LOCAL HOSPITAL:

St. Vincents University Hospital, Elm Park, Dublin 4
P: 00353 1 221 4000

STUDENT WELFARE

The welfare of our students is of paramount importance to us and we offer a high standard of care and supervision to all our students. We provide nominated ATC staff members to act as guardians to our individual students that travel without Group Leaders. It is very important for us that our students remain happy and healthy throughout their stay.

Our management team at UCD along with our teachers and activity leaders will ensure that all students receive the best possible care and attention so as to maximise their experience during their study holiday.

POCKET MONEY:

ATC Language Schools do not provide a pocket money service for students, so it is recommended that students arrive with adequate spending money based on the duration of their study holiday. We would recommend €100 as an average budget per week. This can be used in emergencies, for buying souvenirs or for the little extras the students like to do with friends.

CURFEW TIMES:

Evening activities take place on campus between 20:00 and 22:00. Students are expected to be back in their apartments by 22:30. Students found outside after this time will receive disciplinary action.

ACTIVITIES & EXCURSIONS:

The programme incorporates one half day visit per week with entrance fee, three cultural half days over two weeks exploring Dublin with ATC staff using the LEAP card and two full day excursions by coach over two weeks including entrance fees.

The full day excursion is to cities and places of cultural importance around Ireland. The activity programme provides young students with an opportunity to absorb some of Ireland's rich heritage in a fun and relaxed way.

UCD offers a wide range of on-site activities every afternoon and an evening programme seven nights a week.

SPORTS & RECREATION:

UCD offers excellent sports facilities including two indoor sports halls where students can play volleyball, basketball or indoor football. There are also outdoor hockey and astro turf pitches for soccer or rugby as well as a number of tennis courts. In addition there is an Olympic-sized swimming pool (50m) available to our students once a week.

SAFE:

A safe is available for the security of students' belongings at UCD. Students are encouraged to store large sums of money or valuables here. Travel tickets and passports are normally kept in the safe for the duration of the students' stay.

STUDENT IDENTITY CARDS:

In order to cooperate with the security and safety standards at UCD, ATC Language Schools will supply all students with a student identity card. Students must carry their card with them at all times.

DELIVERIES:

Mail and other deliveries for students will be passed on to the centre manager for distribution. Please address items to:

(Students Name)
C/O ATC Language Schools,
UCD,
Belfield,
Dublin 4,
Ireland.



UCD: SAMPLE PROGRAMME

PROGRAMME INCLUDES:

- 15 hours English language tuition per week
- One 3 hour "World of Work" seminar/ conversation club per week
- Alternate weekly morning and afternoon classes
- Use of textbooks and other learning materials
- Graded certificate and end of course report
- Comprehensive sports options including Olympic-sized swimming pool once per week
- One half day visit per week including entrance fee
- Three cultural half days over two weeks exploring Dublin using the Leap Card
- Two full day excursions by coach per two week stay including entrance fee
- Evening programme including discos, films, karaoke, Irish night and other activities
- LEAP Card (ticket for tram, bus, luas)

NOTES:

- Full day excursions & half day cultural visits will be assigned and confirmed prior to arrival
- Tours can not be changed once approved
- Additional tours can be arrange but only prior to arrival in Ireland

Day	Date	Morning	Afternoon	Evening
Sat	30/6	Arrival: Private transfer from Dublin Airport to campus		
Sun	01/7	Full day excursion by private coach with ATC Activity Leader		Evening activity on site
Mon	02/7	Classes	Swimming	Evening activity on site
Tue	03/7	Classes	Half day visit with ATC Activity Leader	Evening activity on site
Wed	04/7	Classes	World of Work seminar/ conversation club	Evening activity on site
Thu	05/7	Classes	Half day cultural visit with ATC Activity Leader	Evening activity on site
Fri	06/7	Classes	Sports & recreation	Evening activity on site
Sat	07/7	Full day excursion by private coach with ATC Activity Leader		Evening activity on site
Sun	08/7	Free day with Group Leaders		Evening activity on site
Mon	09/7	Half day visit with ATC Activity Leader	Classes	Evening activity on site
Tue	10/7	World of Work seminar/ conversation club	Classes	Evening activity on site
Wed	11/7	Half day cultural visit with ATC Activity Leader	Classes	Evening activity on site
Thu	12/7	Sports	Classes	Evening activity on site
Fri	13/7	Half day cultural visit with ATC Activity Leader	Classes	Evening activity on site
Sat	14/7	Departure: Private transfer from campus to Dublin Airport		

RULES & DISCIPLINARY

CURFEW:

Evening activities take place on campus between 20:00 and 22:00. Students are expected to be back in their apartments by 22:30. Students found outside after this time will receive disciplinary action.

ALCOHOL CONSUMPTION:

ATC Language Schools will not tolerate the consumption of alcohol by any of its students who are on a Junior Summer Programme. Students found in the possession of or consuming alcohol will be immediately expelled from the school and repatriated at their own cost. In Ireland the legal age to consume alcohol is 18.

SMOKING:

Smoking is strictly prohibited on campus. The legal age to purchase cigarettes in Ireland is 18.

DRUGS:

Any student found in the possession of illegal substances will result in immediate expulsion and repatriation at their own expense.

DISCIPLINE:

For the safety of students and staff, ATC Language Schools will monitor students' behaviour. When deemed necessary, students may receive a written warning, parents will be notified or students will be refused participation in group activities.

EXPULSION:

ATC Language Schools reserve the right to expel any student at their own expense should any of the following issues arise:

- Consumption of alcohol
- Possession of any illegal substances
- Student who endangers either themselves or another person
- Deliberate or malicious damage to UCD property
- Breaking Irish Law

Students will be briefed on the rules and regulations on their first day of school. If ATC Language Schools deems the behaviour of a student unsatisfactory or endangers other students or staff members their stay will be terminated effective immediately.

The students' agency / parents will be informed and the student will be booked on the next available flight.

The student will be accompanied to the airport, escorted to check-in and to security, after such time ATC Language Schools will no longer be responsible for the student. There is no refund policy for students who have been expelled from the programme at UCD.

DAMAGES:

There is a damage deposit of €50 for individual students and €250 for groups that will be collected upon arrival. This will be retained for the duration of the student/group's stay. The deposit will be returned in full prior to departure less the cost of any damages caused by the student/group.

FIRE SAFETY:

It is a criminal offence to tamper with fire safety equipment. All students and group leaders are to attend a mandatory fire briefing. Any breach of fire safety regulations may result in a fine and expulsion from the course.

PARENTAL CONSENT:

If a student is to be exempt from any sports or recreational activities or have permission to leave UCD campus unsupervised, ATC Language Schools must receive a signed consent form from the student's parents. ATC Language Schools at UCD is officially not accountable for the student during the period of time.

STUDENT COMPLAINTS:

ATC Language Schools offer the highest standard of student welfare to each student. However, if a student is unsatisfied with any aspect of their programme it is essential that they report it immediately in order for it to be resolved without delay.

A large percentage of issues can be resolved almost immediately by either our academic staff or activity staff as they usually pertain to either their class, or leisure activities.

If the problem cannot be resolved immediately, the staff at UCD will endeavour to find a solution as quickly as possible.

If the problem is of a more serious nature, an official complaint form will be required to be completed by the student and we will also inform the agent of the ongoing issue and the progress in resolving the situation.



ATC SUMMER LANGUAGE SCHOOLS

BRAY SCHOOL/HEAD OFFICE

Dunluice House
Strand Road
Bray
Co. Wicklow
Ireland

DUBLIN SCHOOL

34-35 South William Street
Dublin 2
Ireland

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