

PARENT GUIDE

SUMMER 2024

INSPIRING YOUNG PEOPLE

ENGLISH LANGUAGE + SPORT
tell me AND I FORGET
TEACH ME AND I
remember
INVOLVE ME
LEARN



+TENNIS



+BASKETBALL



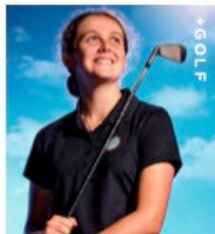
+HORSE RIDING



+RUGBY



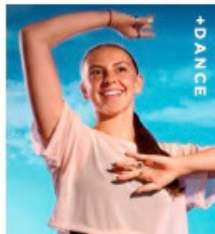
+FOOTBALL



+GOLF



+HOCKEY



+DANCE

exportise

SUMMER SCHOOLS

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SECTION 1

BOOKING





Final Booking Steps

Congratulations on booking your place at an Exsportise summer camp for 2024!

Completion of your booking

If you have not already done so, please:

- **Pay** the remaining **balance** before 1st May 2024
- Return completed:
 - **Medical, Dietary** and **Consents** questionnaires
 - **Transfer** details form
 - **Music/Horse Riding/Golf** questionnaire
- Check the Exsportise **Travel Insurance Policy** and take an alternative insurance cover if required
- Additional: Any **Sharing, Rooming*** (at least 4 weeks before arrival - we do our best to accommodate but cannot guarantee)*

Failure to complete any part of the booking process can result in cancellation.

Changes to your booking

- **Before** or **During** camp: Please contact Exsportise Head Office immediately - we will do our best to accommodate changes, subject to availability (Charges may apply)



For all transfer queries and emergencies on arrival/departure days, contact us on: +44 1444 444777 (Head Office)

Transfer Service

If you have booked an Exsportise Transfer:

We use various transport options including taxis, minibuses, buses or trains.

For arrivals (Sunday), our staff members (in bright orange) will be waiting at the exit point for international arrivals. After a short waiting time (max 120 mins), staff will accompany the students to camp for check-in.

For departures (Saturday), after check-out our staff members will accompany students to the airport or train station, and help check them in before guiding them to security.

Unaccompanied Minors: if you have booked an Airline UM service please inform admin@exsportise.co.uk

Standard transfer: Recommended transfer times



Arrival at airport/Eurostar:
Sundays between
09.00 - 15.00



Departure at airport/Eurostar:
Saturdays between
12.00 - 17.00

In the unlikely event of there being any problems, students are advised:

- Not to leave the airport or train station
- To look for an Exsportise staff member
- To call our Head Office
- To go to the Information Desk



ACCOMPANIED TRAVEL
from and to
airports & train station

STANDARD ARRIVAL AND DEPARTURE POINTS

We offer our Standard Transfer service from/to the following airports/train station:

CLAYESMORE

London Heathrow (152km)
London Gatwick (193km)
Eurostar St Pancras (193km)

OUNDLÉ

London Stansted (105km)
London Heathrow (160km)
Eurostar St Pancras (140km)

SEAFORD

London Gatwick (55km)
London Heathrow (75km)
Eurostar St Pancras (95km)

TEIKYO

London Gatwick (75km)
London Heathrow (18km)
London Luton (53km)
Eurostar St Pancras (35km)

WORTH

London Heathrow (77km)
London Gatwick (12km)
Eurostar St Pancras (110km)

Arrivals and departures to and from non-standard airports or on different days are charged on an individual basis.

TRAVELLING DIRECT

Self Arrival & Departure

Parents are welcome to personally bring/collect their children to/from camp and visit the centres.

If you are dropping-off/collecting your child to/from camp please use the following times:



Arrival at Exsportise venue:

Sundays between 15.00 - 16.30



Departure from Exsportise venue:

Saturdays between 09.00 - 11.00

There are no formal activities on transfer days

Any student not requiring a transfer arranged by Exsportise must be accompanied by an authorised adult in accordance with the Exsportise Duty of Care policy.

If, for any reason, there are any problems on the day, please contact the camp directly

For further information about travelling to our camp locations, please refer to our website where full directions are available.

www.exsportise.co.uk

PRIOR TO TRAVEL

1. Check local requirements for children travelling without their parents or legal guardian – each country has specific requirements and may require written consent and/or identity documents.
2. Check visa and health insurance requirements, and that your child has a valid passport.
3. Book travel and confirm details and transfer requirements to Exsportise as soon as possible.
4. If you are using an airline Unaccompanied Minor service, complete the UM form provided for both journeys. Please check Eurostar restrictions.
5. Complete the Exsportise Travel Consent Form and store it with your child's other travel documents. This must be with your child at the time of their travel.



MEDICAL



Medical Care on Site

All camps have medical officers, a medical/treatment room, multiple trained first aiders and easily accessible hospitals nearby.

Medical officers will give students common non-prescription medicines such as Paracetamol (only with parental consent). Students who require regular/prescribed medication can come to the medical office at arranged times to take their medication under supervision. We also offer standard clinic times for any non-urgent medical needs.

In case of injury or illness, Exsportise will follow the advice of medical professionals unless advised by you, in writing.

Medical Conditions

It is important to provide accurate information for any pre-existing medical conditions your child may have. These include any health conditions (mental or physical), learning difficulties, allergies or dietary requirements so that Exsportise can implement appropriate care plans.

Please return the Medical form if this has not yet been completed or needs updating. Please note that students MUST be in good health on arrival at Exsportise.

Prescribed Medication

If your child takes regular/prescribed medication, please ensure you have provided full information on:

- Dosage
- Time/conditions for taking medication
- Storage information

All medication MUST be handed in for safe and correct storage and must be in original packaging and labelled/translated by a Doctor into English. Otherwise, Exsportise cannot give the medication.

We only accept responsibility for administering drugs licensed in the UK.

The UK NHS

The British NHS provides free initial emergency care to all visitors.

Any prescriptions and non-emergency care, including admission to hospital following emergency care in A&E - WILL need to be paid for.

SAFEGUARDING & WELFARE

Welfare on site

All camps have a dedicated Welfare Manager who are responsible for the day-to-day management of students well-being, behaviour, and enjoyment of camp. They are the first point of contact should your child have any concerns.

Alongside the Welfare Managers, we have a designated Safeguarding Lead Officer as well as House Parents. All camp staff receive safeguarding training.

TRUE ME

A philosophy that takes centre stage underpinning all aspects of life at camp. Cultivating personal growth and developing social skills in a kind and respectful environment that fosters greater self-confidence, authenticity and mutual respect for others.

Dealing with Problems

If a student has a problem, they should speak to a member of staff straight away.

Safeguarding

Exsportise has a responsibility to safeguard and promote the well-being of all students attending its courses. (See [Policy](#))

It does this by:

- Providing safe and effective care for children
- Looking after children's physical health and mental well-being
- Protecting children from any form of maltreatment from staff, visitors, or other students
- Supporting vulnerable children
- Taking prompt and effective action in case of any concerns

Religion

Exsportise celebrates all cultures and beliefs. If a student would like to pray/worship at the centre during their stay with us, they should see the Welfare Manager to organise this.

Who to see (in the first instance)

With a student's bedroom	House Parent
With a student's class	Director of Studies
With the sports programme	Head Coach
With the food	Welfare Manager
Serious problem	Welfare/Centre Manager



CONDUCT

Conduct

Students must:

- Attend all timetabled meetings and roll calls
- Participate in all lessons and True Me sessions
- Participate in all Entertainment activities and excursions
- Treat all staff and students with respect
- Follow the School Rules

Students should not:

- Be rude
- Use bad language or gestures
- Drop Litter
- Use their mobile in official No Phubbing zones or in lessons/sports/evening ents (unless specific permission is given)

If students do the above, the staff can issue appropriate warnings and sanctions.

Exportise Rules

If students do any of the following, their course could be discontinued and they could be sent home:

- Purchase or drink alcohol
- Purchase or use (smoke) cigarettes, e-cigarettes or vapes
- Purchase, consume or share illegal drugs
- Purchase, or bring any knives or other weapons
- Gamble
- Steal or shoplift - permission is needed to enter another student's bedrooms
- Bully other students - physical, social or verbal (includes cyberbullying)
- Act aggressively, be abusive or fight
- Damage school property
- Enter areas/bedrooms of the opposite sex
- Leave the house after 21:30
- Leave the camp without permission
- Sexually harass, abuse or sext others
- Instigate any hazing/hazardous activities
- Use the internet/school network to obtain, store, print, display or share any illegal or obscene materials
- Use Fire Escapes and Equipment unless for an emergency
- Use false ID or another person's ID for any reason
- Break any UK law



What to bring



Essential Items

Travel Items

- ✓ Travel Tickets
- ✓ Passport
- ✓ Visa (if required)
- ✓ Course confirmation
- ✓ Letter of Consent to Travel
- ✓ Bank card
- ✓ Tuck Shop Money (£)
- ✓ Health Insurance Card

Clothes

- ✓ Underwear & Socks
- ✓ Night Wear (Pyjamas)
- ✓ T-shirts/Sport shirts
- ✓ Jeans/Trousers/Tracksuit/skirts/dresses
- ✓ Jumper/Sweatshirt/Hoodie
- ✓ Shorts/leggings
- ✓ Trainers (sports)/ Shoes
- ✓ Swimwear
- ✓ Waterproof jacket and Trousers

Other

- ✓ Towels (2)
- ✓ Toiletries (toothbrush, toothpaste, shampoo, shower gel)
- ✓ Backpack for excursions
- ✓ Hat/Cap for sports
- ✓ Sun Cream
- ✓ UK Plug Adaptor and charging leads
- ✓ Hygiene products (Girls)

Specific Sports Items

Arsenal Football

- ✓ Football Boots (Blades/Plastic studs only)
- ✓ Shin pads (required)
- ✓ Trainers (indoor)
- ✓ Long Football socks
- ✓ Goalkeeping Gloves*

Basketball

- ✓ Ankle supportive trainers

Dance

- ✓ Dance shoes or light trainers
- ✓ Leotards/tights/leggings

Golf

- ✓ Smart Attire (collard polo/shirts)
- ✓ Golf Shoes*
- ✓ Personal Golf Clubs (Not required)
- ✓ Insurance for personal Golf Clubs (required)
- ✓ Golf Glove

Rugby

- ✓ Mouth Guard/Gum Shield (required)
- ✓ Rugby Boots (Blades/Plastic studs only)

Please ensure ALL clothing and equipment are clearly labelled with your child's name * If required

Please bring enough clothing for at least one week (Laundry is only offered for stays of 2 weeks or more)

Hockey

- ✓ Mouth Guard/Gum Shield (required)
- ✓ Shin pads with cover ankle (required)
- ✓ Astroturf shoes
- ✓ Hockey Stick
- ✓ Long Hockey Socks
- ✓ Hockey Glove
- ✓ Goalkeeping kit*

Horse Riding

- ✓ Jodhpurs or long trousers
- ✓ Riding boots or sturdy shoes with small heel
- ✓ Riding hat & Body protector (approved by BHS)

Music

- ✓ Your own fully insured instrument unless hiring from Exsportise

Multi Activity Sports

- ✓ Wet top/swimwear
- ✓ Old clothing (for activities)
- ✓ Long sleeve/trousers
- ✓ Old trainers (for Mud/water)

Exsportise Ltd cannot accept responsibility for any valuables/expensive jewellery, clothing or electronic devices (Please do not bring these items)

SECTION 2

The Course



Check In

Travel Documents

Students need to hand in their passport/ID and travel documents on arrival for safe keeping.

Pocket Money / Bank Card

Students can bring up to £30 pocket money in cash per week for the camp Tuck Shop, where drinks/snacks are available. They must check this in on arrival.

Pocket money should be in British Pounds Sterling, as there are no exchange facilities available at the camps.

If students need more pocket money during their stay, parents can send more by contacting Head Office.

Bank cards are required for our excursions, if you would like your child to purchase items. Our excursion venues no longer accept cash.

Medication

If students are taking any medication, they must hand it in on arrival, as they cannot keep medication in their bedroom.

Our Medical Officers will make sure students take their medication when required.

Valuables

We cannot accept any responsibility for lost or damaged personal belongings. We recommend that students do not bring any expensive clothes or jewellery, tablets, or laptops.

Phone Home

As soon as students have checked in, students are reminded to call home to let you know that they have arrived safely. If students do not have a phone, they can use the office phone.



TIMETABLE

A Typical Sports Session

CONDITIONING First Hour	fitness, agility, and core skills
Break	
SKILLS TECHNIQUE Second Hour	dribbling, shooting (Sport specific)
Break	
PERFORMANCE GAME PLAY Third Hour	Learnings into action by developing tactical, competition/match play, teamwork and communication
FITNESS & REHABILITATION SESSIONS THROUGHOUT THE WEEK	

A Typical English Session

CORE ENGLISH First Hour	Vocabulary building, improving understanding and use of grammar, and pronunciation
15 minute break (change teacher)	
ENRICHMENT Second Hour	Development of speaking, listening, reading and writing skills through current topics and material
15 minute break (change teacher)	
PROJECTS Third Hour	Task based projects focusing on sport and society to develop 21st century skills (communication, collaboration and creativity)

A Typical Day - Mon to Fri

07:30 WAKE UP!

08:00 Breakfast

09:00 Morning Meeting

09:15-12:45 Morning Session (3x60 min lessons plus breaks)

12:45-13:30 Lunch

14:00 Afternoon Meeting

14:15-17:45 Afternoon Session (3x60 min lessons plus breaks)

18:00-19:30 Dinner and Free Time

19:30 Evening Entertainment

21:00-22:30 Bedtime (Depending on age)

21:30-23:00 LIGHTS OUT

Phone use permitted except meal times

Example only and may vary depending on venue. Timings of breaks are at the discretion of the individual teachers / coaches.

ENGLISH PROGRAMME



Placement Test

On arrival, students take a short speaking and writing test to confirm all aspects of their English level.

Creation of Classes

Classes are formed according to students' English level (as determined by us) and their age. We also aim to mix as many nationalities as possible in each class.

Teaching Methodology

Our teachers teach in a communicative, interactive, and friendly way. They plan and deliver interesting lessons using relevant and current topics that encourage active and authentic participation from all students.

Evaluation

Students' progress is monitored by their teachers during the week and every Friday, there is a short assessment to make sure students are learning and improving. The results of this assessment are reviewed by the Director of Studies in case any adjustments are required for the following week.

Certification

Students leave with an official course attendance certificate that states the English level studied with Exsportise, alongside an Academic report

SPORTS PROGRAMME



Skills Assessment

Students are evaluated, which will then be supported by short technique assessments at the beginning of their first session, through mini-games and matches.

Creation of groups

Ability groups are determined according to students' performance across the mini tests/drills alongside and their age. These are fluid.

Coaching Methodology

Our professional coaches teach in a communicative, interactive, and friendly way. They plan and deliver engaging sessions.

Evaluation

Students' progress is continuously monitored by their coaches during the week and every Friday, there is a skills test alongside competition to make sure students are learning and improving. The assessment results are reviewed by the Head Coach in case any adjustments are required.

Certification

Students leave with an official course attendance certificate, alongside a Sports Report.

(All students **require 1 year of regular participation** in their chosen sport)



English
**THROUGH
Friendship**

True Me - Evening Entertainment

Embrace Cultural Diversity: Students immerse themselves throughout camp, where we celebrate different cultures with activities. Exsportise provides the chance for students to make friends from all over the world and expand their cultural horizons.

Thrills and Excitement: Students join in the excitement of Race Night or discover adventure with their peers through an exciting Scavenger Hunt, solving clues and challenges as they explore the camp.

Showcase of Creativity: Students are captivated by the extraordinary talents of our Music and Dance students as they put on a dazzling showcase that will leave them with a sense of pride and amazement.

The Clubhouse – Students’ Social Haven: During free time, students can visit the Clubhouse – a vibrant indoor and outdoor space where students can unwind, socialise, and chat with friends in a relaxed atmosphere.



MONDAY
ICE
BREAKERS

TUESDAY
GAMES &
RACES

WEDNESDAY
EXSPORTISE
OLYMPICS

THURSDAY
TALENT
SHOW

FRIDAY
AWARDS &
FESTIVAL
Example Week



Excursions

Students staying for more than one week will be offered two full-day excursions

Recreational Trips (Saturday)

The Saturday trip is more recreational and offers students the chance to relax, enjoy their new friendships and have a day of adventure or fun.

Examples include:

- Arsenal Stadium (for football students)
- Alton Towers
- Chessington World of Adventures
- Legoland
- Thorpe Park

Cultural Excursions (Sunday)

The Sunday trip consists of a city visit to a place of interest where students get the chance to experience British culture, natural attractions and famous landmarks.

Examples include:

- Bath
- Brighton
- Cambridge
- Oxford
- Portsmouth
- Southampton



For the safety of students and reassurance of their parents, we adopt the following supervision policy for all excursions and off-site trips.

Age	Policy
9-11	Students are accompanied by staff at all times
12-14	45 minutes unaccompanied free time in groups of at least 4 students
15-17	90 minutes unaccompanied free time in groups of at least 2 students

In larger towns and cities such as Brighton, unsupervised free time is limited to a restricted area such as one street or square or a shopping centre, where staff are on duty. **Please note, our excursion venues are cashless and require bank cards.**

Accommodation

Bedrooms

Each school will have separate Boys and Girls accommodation. Often with a younger and older house or section of the house

We try to place younger students (9-13 years) in a larger bedroom with at least one child of the same nationality. Older students usually share their bedroom with one or two other students, where possible, of different nationalities. All students share with others of a similar age.

If available, we usually reserve single accommodation for the oldest students or for students with a medical need.

Bedroom Requests

We consider individual requests in advance and try our best to accommodate these. However, such requests are subject to availability and cannot be 100% guaranteed.

Housekeeping

Bathrooms and communal areas are cleaned daily. Bedrooms are cleaned and bedding changed every Saturday

Staff Accommodation

To ensure good supervision, staff are accommodated in the same Boarding Houses as the students.

Laundry

For students staying longer than 1 week, a free weekly laundry service is provided. Clothes are collected, washed, dried, and returned 1 or 2 days later.

Students' clothes must be marked with their name.



Meals

Our menus offer a variety of both English and international dishes in a buffet-style format.

There are always two different hot choices available for lunch and dinner, as well as a salad bar.

Fresh fruit is available throughout the day, and snacks are accessible in the evening from our Tuck Shop.



We cater for vegetarians and vegans and can accommodate special dietary requirements.

We cater for vegetarians and vegans and can accommodate special dietary requirements for medical reasons such as allergies or for religious observance (by prior arrangement).

While we cannot provide Halal meat, there are always non-meat alternatives such as fish, pasta dishes and vegetables.

On excursion days, we offer breakfast and dinner at the centre and a packed lunch, usually consisting of a sandwich or wrap, packet of crisps, healthy snack and piece of fruit.

Sample Daily Menu

BREAKFAST

Choice of cereals and milk
Selection of breads and pastries
Toast, butter and jam
Slices of cheese/cold meat
Fruit salad
Yoghurt
Juice
Tea and coffee

LUNCH

Vegetable Soup
Roast chicken
Vegetarian lasagne
New potatoes
Carrots and peas
Salad bar
Bread
Chocolate Brownie

DINNER

Baked cod with steamed vegetables
Chicken curry and rice
Garlic bread
Salad bar
Bread
Fruit or Yoghurt



Friday

Students are reminded of their departure arrangements to ensure they are well informed before travel of what time they must come to the Camp Office.

Within their sports group & English classes, students have a short celebration where prizes and reports are handed out.

In the evening, there will be a disco/festival for the students to enjoy whilst saying their final goodbyes

Check Out

All students are out of their accommodation by 08:45 and wait at the social centre.

30 minutes before their departure, students come to the Camp Office.

At the office, they will collect the following (Handed in at check-in):

- Flight/train tickets
- Passport/ National ID
- Unspent pocket money, foreign currency and bank cards
- Medication/Medical instruments
- Any other valuables
- Any other documents

After check-out, Exsportise representatives accompany students to their transport.



F A Q s



Contact

It is important that students keep in touch with their parents/guardians during their stay. During their free time students can contact home using their mobile phone (e.g. WhatsApp)

If parents/guardians are unable to contact their child, they can call our office and arrange a convenient time to call back.

Visitors

If you wish to visit your child or take them off site during the course, please contact the Centre Admin in advance to organise.

When you arrive, please report directly to the Centre Office to show identification, and complete the visitor form

Receiving Post

Students can receive letters, parcels, and packages at the school address at any time during their stay.

Unfortunately, we are not able to send post on once a student has departed.

Feedback

The ideas, opinion, suggestions, and feedback of our students are key to the students enjoyment and the success of Exsportise. Students are encouraged and provided a safe environment to give feedback at any point during their stay.

Midweek, students must complete a short feedback form that covers all aspects of camp.

Any concerns or problems highlighted in any feedback will be discussed further with the student and appropriately actioned by the Welfare Manager.

We recognise that students may not always mention everything, so we are always open to feedback from parents throughout camp.

Photo Gallery

On camp, Exsportise takes photos of students during their activities and uploads them to a password protected gallery at:

<https://exsportise.co.uk/photo-gallery>

The password will be sent via email prior to camp if you have opted in to photo consent.

Lost Property

Exsportise is not responsible for students' lost property. If forgotten items are located after a student has left, we can return these items by post/courier, but the parent will need to cover all postage/delivery costs.

Exsportise keeps items for 30 days after camp.

Homesickness

If your child has ever suffered from homesickness or if it is their first time at camp and you think they might suffer from homesickness, please keep contact to an absolute minimum over the first few days that they are with us.

Exsportise staff are very experienced at dealing with homesickness and we often find that after 2 or 3 days the homesickness has vanished.

Please note that **we do not offer refunds if your child leaves early due to homesickness.**

Birthdays

It is always best to remind the Centre Manager or Camp Admins if your child has a birthday while they are at camp (on arrival or contact during camp)

We do our best to make it a really special day with a birthday cake

Emergencies

If you have an emergency and need to contact your child, please telephone the appropriate number and speak to the Centre Manager first. He or she will either get your child to the phone or relay any message in an appropriate manner.

Our 24 hour emergency telephone numbers will be sent to you before the start of camp.

Damages

If your child accidentally, or deliberately causes damage to anything at camp then you will be contacted by the Centre Manager and sent an invoice to cover the cost of any necessary repairs.



FAQs



Attendance

All sessions and activities are compulsory for all students, including evening entertainment and weekend excursions (if staying for more than one week). This is to ensure your child's safety.

Supervision

Our staff to student ratio averages 1:4, allowing very close supervision, and most staff are resident on site.

Exsportise staff will provide 24 hour on and off site supervision and there is also CCTV in operation in some areas of the centres. Exsportise staff have rooms that are adjacent to the students' rooms in the accommodation.

No Nuts

All of our schools operate a strict “**No Nuts**” policy, where no food/snacks with nuts or traces of nuts are allowed on site

If students arrive, are found with, or are sent snacks containing nuts, these will be confiscated and returned at departure.

Complaints

We always try to do our very best to make sure that you and your child are fully satisfied with their course and time at camp. However, occasionally things can and do go wrong.

If there are any matters that you or your child are dissatisfied with while your child is at camp please contact the Centre Manager immediately (see contact details). We will then be in a position to begin to put things right. It is impossible to rectify a problem after your child has left camp. For serious problems or for a problem the Centre Manager is unable to resolve, please contact Head Office.

Compensation

If Exsportise is unable to solve the problem to your satisfaction during the course please write to us at Head Office within 10 days of your child leaving camp with all the details. We will only consider compensation if this procedure has been followed. If you still feel that Exsportise has been unable to solve your problem you are welcome to contact English UK (Info@englishuk.com) for further help.

Contact Us

Clayesmore School

Address:

Exsportise Ltd
Clayesmore School
Iwerne Minster
Blandford Forum
Dorset
DT11 8LL

Telephone:

+44 1444 444777

Email:

Clayesmore@exsportise.co.uk

Seaford College

Address:

Exsportise Ltd
Seaford College
Lavington Park
Petworth
West Sussex
GU28 0NB

Telephone:

+44 1444 444777

Email:

Seaford@exsportise.co.uk

Oundle School

Address:

Exsportise Ltd
Oundle School
Church Street
Oundle
Peterborough
PE8 4EE

Telephone:

+44 1444 444777

Email:

Oundle@exsportise.co.uk

Teikyo School

Address:

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Teikyo School
Framewood Road
Wexham
Buckinghamshire
SL2 4QS

Telephone:

+44 1444 444777

Email:

Teikyo@exsportise.co.uk

Head Office

Address:

Exsportise Ltd
Aberdeen House
South Rd
Haywards Heath
RH16 4NG

Telephone:

+44 1444 444777

Email:

admin@exsportise.co.uk

Emergency contact numbers:

will be published on the Exsportise website
prior to each camp start date.

Worth School

Address:

Exsportise Ltd
Worth School
Paddockhurst Road
Turners Hill
Crawley
RH10 4SD

Telephone:

+44 1444 444777

Email:

Worth@exsportise.co.uk