



LONDON GREENWICH

GREENWICH SCHOOL

ADULTS CENTRE GUIDEBOOK



OXFORD INTERNATIONAL EDUCATION GROUP

Dear Student,

Thank you for joining us in the UK. At Oxford International, our aim is to provide young students from all over the world with a safe, fun, friendly and structured environment in which to improve their knowledge of the English language.

We cannot wait to meet you and help you to enjoy your time living and studying here in London. This guide has information about what to expect from your time in Greenwich, and advice on how to stay safe and make the most of your stay in the UK. Please read the information thoroughly and check all the details carefully.

If you have any questions, please talk to us on your first day at the school or email:

Admin@oxfordinternational.com

Greenwich@oxfordinternational.com

We are a unique British Council accredited education provider. Oxford International Education Group (OIEG) which was founded in 1991 as ISIS Education and Travel by David Brown and Robert Darell. Oxford International has grown to be one of the top 10 businesses sponsored by the Prince's Trust after it provided OIEG with a £5,000 loan.

We create life enhancing learning experiences that help students worldwide to develop personally and professionally and that enrich their future opportunities.



ABOUT GREENWICH SCHOOL

Our year round school is located in the heart of Greenwich, easily accessible to central London with both the DLR and the train station a few minutes walk away.

It is a modern, spacious, bright, land-mark building in the centre of Greenwich close to the market, shops, bars, cafes, restaurants, the Maritime Museum and the famous Royal Park. This school has 16 classrooms, 2 large social rooms, computer suite and WiFi access throughout.

At OIEG Greenwich, our aim is to provide students from all over the world with a safe, fun, friendly and structured environment where they can improve their knowledge of the English Language whilst experiencing first-hand some of the UK's best cultural heritage. Our friendly reception team are always on hand to welcome you and deal with any enquiries or questions you may have.

Arrival

Your first day at the school will be on Monday. If you need to speak to us before then, please email us on admin@oxfordinternational.com. If you have an urgent question or problem please contact us on: 24 hour Emergency number +44 (0)7501 935 809

When you arrive at the school, our reception team will welcome you. Please bring a copy of your passport or valid ID.

You will then be taken to the first floor, where you take a short placement test, and speak to one of our teachers to find out more about you, and assess your speaking level.

Following the test there will be a short induction, where we will give you important information about the school and your stay in London, and a tour of the school and Greenwich.



If you have afternoon lessons, come to school by 9am on your first day for testing and induction.

08.30-09.00 : Arrival and registration

09.15 – 10.45 : Test

10.45 – 11.30 : Induction, school orientation and tour of Greenwich

On your first day we will introduce you to important members of staff and try to help with any questions that you have.

Students studying at lunchtime (13:00-14:30), and the afternoon (15:00-16:30), will have their first lesson on Monday. Morning students will start their first class on Tuesday at 09:00.

Your first lesson will allow you to meet the rest of the class and the teacher and make sure that the level is correct for you. You will receive your course book from your teacher at the start of your second lesson.

Getting to Greenwich



From the Airport to London

Train

There are regular trains from all of the main airports to Central London.

Visit www.nationalrail.co.uk for more information.

Cost: £17 - £25

Time: 25mins – 1 hour

Coach

Heathrow, Gatwick and Stansted have regular coaches to Central London.

Visit www.nationalexpress.com for more information.

Cost: £10 - £20

Time: 90 mins – 2 hours

Underground

The Piccadilly line runs from Heathrow airport only to Central London.

Visit www.tfl.gov.uk for more details.

Cost: £5 - £6

Time: 1 hour

Taxi

You can take a taxi directly from the airport to your accommodation.

Cost: £50 - £100

Time: 1 – 2 hours

Travelling to the school

The school is easy to reach by bus, train or DLR. The best way to plan your journey is to visit www.tfl.gov.uk/ and enter Greenwich as your destination, or go to www.google.co.uk/maps.

The address of the school is:

Oxford International Greenwich

259 Greenwich High Road

SE10 8NB

Travelling in London



Travelling in London is very simple. One of the cheapest ways is to purchase an Oyster Card for £5 from any London underground station. Once you have this you can buy pay-as-you-go, daily, weekly or monthly travel cards depending on your length of stay. Oyster cards are valid on The London Underground, London buses, Docklands Light Railway (DLR) and National Rail trains within London. More information can be found on www.tfl.gov.uk or ask reception for details.



Another great way to pay on public transport is with your bank card. If you have a contactless bank card, this can also be used as a pay-as-you-go travel card. Prices are capped daily (max £7.70 zones 1-3) and weekly (max £38.70 zones 1-3).



At the weekend some underground lines operate 24 hours, and there are also night buses. Please be careful and try to travel in groups late at night.

Obviously taxis are more expensive than public transport, but they are also more flexible. If you want to book a taxi we recommend Data Cars (020 8850 0000)

PLEASE MAKE SURE YOU BOOK A TAXI AND DO NOT GET IN UNBOOKED CARS, unless it is a Black Cab. It is illegal for any taxis, other than Black Cabs, to pick up passengers from the street without a booking.

If you are in a wheelchair, please check the Underground map for stations that have wheelchair access. Many DLR stations and most buses are suitable for wheelchairs, and taxis can be arranged to accommodate when booking.



STUDENT CODE OF CONDUCT

- Speak English at all times
- Be polite and friendly and respect other groups and individuals from other backgrounds
- Listen to all instructions
- Be on time
- Always ask if you need help
- Respect other people's possessions, cultures and customs
- No alcohol. It is illegal for anyone under 18 to purchase alcohol in the UK
- No smoking. It is illegal for anyone under 18 to purchase cigarettes in the UK
- No chewing gum
- No swearing or foul language
- No vandalism. Any damage to property will be charged for
- No bullying or violence. There is a zero-tolerance policy for this kind of behaviour



If you upload photos to social media don't forget to tag us and use the hashtags

**#oiegreenwich #oxfordinternational
#dreaminenglish**

Don't forget to follow us
@oiegreenwich

THE CENTRE

► **Postal Address:**

Oxford International Education Group
259 Greenwich High Rd, Greenwich,
London SE10 8NB

Please ensure the letter/package is
clearly labelled with the student's name
and school name.

► **Computer Access:**

WiFi internet is available throughout
the school. Computers are available
for use.

► **Shops/Cafés:**

There are a lot of shops and cafes in
Greenwich, and the market in the high
street offers some delicious take away
food options..

► **Security:**

Please note there are no safes
available at the school, so please
ensure you care for your belongings
and avoid carrying around valuables.

► **Food:**

Breakfast will be provided at the
homestay family before you come to
the school. Often a packed lunch is
also arranged and this can be eaten
either in Greenwich or in the school
social areas. There are no hot food
options available to purchase in the
school itself, however there are some
vending machines onsite for light
snacks.

Your specific meal arrangements will
have been agreed by your agency.

► **Hospital/Doctors:**

Nearest Hospital:
University Hospital Lewisham:
Lewisham High Street, London, SE13
6LH
+44 (0)20 8333 3000
First aid trained staff are available
on site.

► **Social Spaces:**

The school has two social areas where
students are welcome to eat their
lunch or relax before their next lesson.
When the weather is good, the park is
a short walk from the school and there
is plenty of space to relax and get
some fresh air.

► **Local Transport:**

Rail: Direct trains from Greenwich to
London Bridge allow for fantastic
access into central London.

DLR: Next to the main high street the
DLR can take you as far as Bank
station, where the tube can then take
students further if required.

► **Prayer Room**

There is a prayer room on the first
floor of the school which can be used
during student break period if
required.

► **Bank/Post Office:**

There are a number of Banks available
in Greenwich:

HSBC: 275 Greenwich High Road
SE10 8NB

NatWest: 2 Greenwich Church Street
SE10 9BQ

Lloyds: 6 Crescent Arcade SE10 9EJ

Barclays: 93 Lewisham High Street
SE13 6BB

A Post Office is located right next to
the main school: 261-267 Greenwich
High Street, SE10 8NE

► **Religious Centres:**

Anglican: St Alfege Church,
Greenwich Church Street, SE10 9BJ

Roman Catholic: Our Lady Star of the
Sea, 68 Crooms Hill, SE10 8HG

The nearest Mosque to Greenwich is
in Lewisham and Synagogue in
Catford

Fire Drills + Fire Safety:

It is a requirement that at any centre
fire drills must take place. During the
fire drill, students should leave all their
belongings behind and evacuate the
building as quickly as possible. Please
ensure that all of your students calmly
walk to the designated evacuation point
outside. There will then be a roll call. If
any students are unaccounted for or
the evacuation is too slow, the fire drill
will be classed as a 'failure' and will need
to be repeated at a later date.

In the case of a fire:

Raise the alarm

Use the stairs (not the lift)

Ensure your students do not run out of
the building.

Find the nearest fire exit (follow the
exit signs) and leave the building safely
Go to the nearest fire safety point.

Do not re-enter (or encourage your
students) to re-enter the building until
authorised to do so.

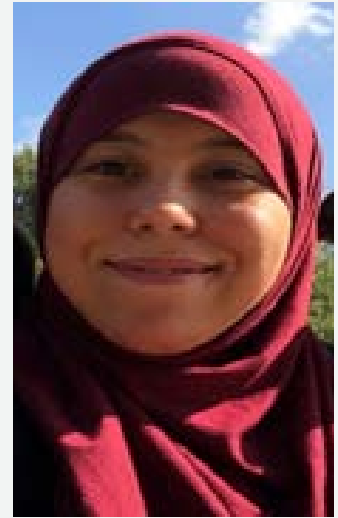
Who is who



Jennie Strauss
Student Services



Shahad Ali
Student Services



Liza Aberkane
Social Programme



Elaine Kniveton
Director of
Studies



Phil Pain
Assistant Director
of Studies



Nic
Starkey
Principal

STUDENT PACKING LIST

Weather can be very unpredictable in the UK. Depending on the time of the year the temperature can vary from 08°C - 35°C. For this reason we recommend you encourage your students to come prepared for all occasions and check the predicted weather before departure!

Documents

- Passport and copy of it (email copy to yourself)
- Visa document and copy of it (if required)
- Insurance documents (including EHIC card if from EU)
- A copy of any medication prescriptions in case of emergencies
- UK currency (Pound sterling)

Technology

- Phone/iPod/iPad/Tablet + chargers (we recommend you only bring one of these items)
- Headphones
- Camera and camera charger
- Plug converter/travel adapter (UK 3 pin, 13A, 220V-240V)

Everyday Essentials

- Medication
- Toiletries, washing and sanitary essentials
- Toothbrush and toothpaste
- Towel
- Hairbrush/comb/hairstyler
- Sleepwear, socks and underwear
- Glasses/contact lens equipment
- Water bottle
- Plastic bags for dirty laundry or wet items

Excursions and Activities

- Casual, comfortable clothing
- Umbrella
- Sun protection (cream, spray, lotion)
- Quality rain/wind-proof jacket
- Secure handbag/backpack/travellers wallet
- Sunglasses (if Spring/Summer)
- Appropriate footwear for walking
- Tracksuit/jogging pants & trainers for sport

What Not to Pack

- We can only guarantee the carriage of one suitcase and one small carry on luggage (not suitcase) for airport transfers. If you anticipate that you will need to bring more suitcases than this, please let us know in advance.
- Bedding (bed sheets, pillows)
- Expensive electronics/valuables
- Travel iron
- Too many clothes



Lessons



Students are placed into classes following their initial placement test and interview. The progress and level of each student is monitored by the teacher during the term.

The lessons at Oxford International are divided into Morning (09:00-12:15), Lunchtime (13:00-14:30) and Afternoon (15:00-16:30).

Morning (AM) Lessons

These lessons are 3 hours long (with a 15 minute break). Each student receives a course book that follows the class syllabus.

Lessons follow materials from the course book, using the interactive software in the classroom, as well as extra communicative activities and class projects from the teacher.

Students have a short tutorial (to discuss their progress and any problems/questions they have with their teacher), and a progress test (to check understanding of the class work), every 2 weeks.

Lunchtime (LT) Skills Lessons

These lessons are 90 minutes long and follow a Skills Syllabus (Reading, Writing, Listening, Speaking), which has been developed and written by the teachers using a broad range of materials. There is a real communicative focus on these lessons, giving students the chance to actively use the vocabulary and grammar knowledge they have to improve their fluency.

Afternoon (PM) Lessons

These lessons are 90 minutes long. As with the morning classes, students are given a course book which follows the class syllabus, and tutorials and progress tests are held every 2 weeks. There is often more of a grammar focus to these lessons.



Online Support



As part of your learning package with Oxford International, you have access to our online learning platform. Visit <https://elearning.oxfordinternational.com> to sign in – if you do not know your username and password, email admin@oxfordinternational.com and we will send it to you.

On the platform you can:

- Find out more information about the school, Greenwich and London
- Take your progress test and find out areas for improvement
- Have access to extra activities and exercises to help improve your English
- Monitor your progress
- Give feedback to the school

You will have limited access to the site before you arrive, and full access will begin on the day your course starts and will last for 3 months after your final lesson.



Things to do



Greenwich

There is so much to do in Greenwich, whether it is visiting the attractions within the UNESCO World Heritage site, eating at one of the many restaurant, stopping off at the traditional local pubs, taking a cruise down the river, or just relaxing in the park. Here are just come of the choices:

ROYAL OBSERVATORY

Stand with a foot in each hemisphere and explore how great scientists first mapped the seas and the stars at the Royal Observatory Greenwich. Now a museum, it's home to the Prime Meridian Line, the UK's largest refracting telescope, a 4.5 billion year-old asteroid and London's only planetarium.

CUTTY SARK

Climb aboard Cutty Sark, the last surviving tea clipper built at the end of the golden age of sail and used to bring tea from China to Britain. Discover what life was like aboard the legendary 19th-century ship and walk beneath the carefully designed hull that made her one of the fastest ships of her time

NATIONAL MARITIME MUSEUM

The National Maritime Museum is the largest museum of its kind in the world. Learn about Britain's encounters with the world at sea, the Royal Navy, and the life of great British hero Admiral Horatio Nelson, and see the uniform he wore when he was fatally wounded at the Battle of Trafalgar.

GREENWICH PARK

Stop off in London's oldest Royal Park, Greenwich Park, for breathtaking views over the river Thames and the City of London. The former hunting park is still home to a small herd of deer, as well as the Prime Meridian Line, Royal Observatory, and several cafes

GREENWICH MARKET

Find some quirky and unique gifts in Greenwich Market, recently refurbished with a new roof, re-laid cobbles and lighting. Open seven days a week, the covered market is London's favourite for craft, design, antiques and collectables. Don't forget to explore the Pavilion food court with street food from around the world and new seating area

Things to do



London

There is too much to list here, but below are just some ideas for things to do and places to visit. Remember, our Social Programme includes some of the most exciting things to do in the city as well!

Museums

London is full of museums, and the great news is that a lot of them are free! The British, Natural history, Science, Victoria and Albert, National Maritime, Imperial War and National Gallery are some of the most popular, but there are also a lot of smaller collections – something for everyone.

Parks

Escape the traffic and visit one of the many parks and green spaces that London has to offer. Hyde Park and Green Park in the central, Hampstead Heath and Parliament Hill for a view over London, Epping Forest or Richmond park for a long walk – it is easy to escape the city.

Sightseeing

Of course you will want to see the famous sights of London when you visit. Big Ben, Buckingham Palace, The London Eye, Westminster Abbey – to name but a few. Visit yourself or perhaps take a boat from Greenwich down the Thames, or even an open top bus tour.

Shopping

For some people London means one thing – shops! The famous stores Oxford Street, the enormous Westfield centre at Stratford. Don't forget the markets as well – Borough, Brick Lane, Camden, Covent Garden, Portobello, Columbia Road and of course Greenwich, all have famous markets with a unique atmosphere.

Nightlife

Pubs, clubs, restaurants, theatre, musicals, cinema, live music, comedy, and even late night museums. London never sleeps!

Sports

London is home to 5 Premiership Football teams, and has some of the best stadiums in the country to watch football, rugby, cricket, tennis, athletics and even American Football.

Social Programme



All students at Oxford International are invited to join our exciting Social Programme. Every week our Social Programme Co-Ordinator organises a range of events and visits which help students to meet together and discover more of London and the UK.

Examples of activities include:

- Greenwich On your first day you will be taken on a short tour of Greenwich to help you find your way around this beautiful part of London.
- Pub Evening Every Tuesday evening the school visits a local pub to meet with all the students and have a good time!
- Theatre See the greatest world-famous West End shows in the great city of London.
- Museums Visit London's many museums with the world's most renowned artefacts.
- Excursions Visit other parts of the UK, including Oxford, Cambridge, Brighton, Stonehenge and Edinburgh.
- Sports Five-a-side football every week, regular chance to play golf, and of course watch the big events at local pubs or on the large screens at our school.
- Clubs London's nightlife is legendary. We go out partying every Friday, and once a month we have a boat party! (Over 18s only)
- Events Karaoke evenings, visits to Harry Potter Studios, International Food Parties – you ask for it, and we organise it.

Life in the UK



London and the UK are rich in history and culture. We are proud to have a fantastic mix of nationalities, backgrounds and stories amongst the people that choose to call this home. One of the things that you will quickly learn when you arrive is that there is no such thing as a typical Londoner!

Despite all of the differences, and the range of people that live here, there are some values that we hold in common:

Democracy

Yes we have a Queen, but the UK is actually a democracy. Everyone in the country is given the chance to vote on what they believe and, even if we don't all agree with the result, we will respect it. Democracy is what keeps debate alive, so we love to challenge other people's opinions and develop our own – that is how we believe our society progresses.

The Rule of Law

There are certain rules and laws in the UK, many of which are probably similar to your country, but some may be different. These laws are there to help us all live together happily, safely and fairly.

Individual Liberty

We recognise that everyone is an individual, and has a right to express their individuality and a freedom to hold their own individual values and principles and that we all deserve respect and dignity.

Mutual Respect and Tolerance

When you arrive here you WILL meet people who are different to you, they will look different, have different beliefs, faiths, lifestyles, and ways of behaving. This is a fantastic opportunity to learn about these different things and talk about them in an atmosphere of mutual respect and tolerance.

Class type

Oxford International has General English and Skills classes for all levels from A1 (Elementary) to C1 (Advanced), and course books and materials to reflect these levels.

In addition, we also offer morning (AM) classes for the following:

- | | | |
|--------------------------|---|---|
| Business (B1+ and above) | - | This is often a small class with a bespoke syllabus |
| IELTS (B1 and above) | - | Focus on the IELTS Exam (5.5 and above) |
| B2/FCE class | - | FCE course book, focus on General and Exam English |
| C1/CAE | - | CAE course book, focus on General and Exam English |

Course Type

Depending on the type of course you have booked, you will study at the following times:

09:00-12:15

3 Hours (15 min break)

Lunch Break

12:15-13:00

45 Minutes

Lunchtime Skills Lesson

13:00-14:30

1.5 Hours

Afternoon Break

14:30-15:00

30 Minutes

15:00-16:30

1.5 Hours



Morning 20L/15H

-

AM Lesson

Morning 30L/22.5H

-

AM & Lunchtime

Full Day Intensive 40L/30H

-

AM, Lunchtime and PM

Afternoon 20L/15H

-

Lunchtime & PM

Our other schools: Oxford

Dreaming of Oxford – immerse yourself in a world renowned university city.

Our newly refurbished school in the centre of Oxford is the perfect place to study and explore traditional British culture and heritage. After class, you'll soon discover a wide range of opportunities as you join a community of 30,000 students.

Why should you come to Oxford?

- ü Just a few steps from the beautiful high street
- ü Modern and well-equipped school
- ü Great location for a great price



Our other schools: Brighton

Brighton Rocks! Study English in one of the UK's most vibrant seaside destinations.

Our school, in a beautiful and historic building in Brighton, offers a focused and friendly location in which to study English. Set just a few minutes' walk from the sea-front, you will very quickly be captivated by this young and vibrant city.

Why should you come to Brighton?

- ü Join a small and friendly school community
- ü Experience the stimulating life in Brighton
- ü Travel to London in less than one hour



Further your studies with Oxford International:

IGCSE, GCSE, A-Level and Study Abroad Programmes:

Our Independent schools in Oxford, England deliver GCSE, IGCSE, A-Level and BTEC courses for students, preparing them for success at leading UK and International universities.



D'Overbroeck's Oxford is a selective, highly ranked day and boarding school for students aged 11-18, which accepts international boarders from the age of 14+ onto IGCSE, Study Abroad, and A-Level programmes. D'Overbroeck's is ranked 27th in The Times league table (co-educational schools). It is the number one school in Oxfordshire in terms of progress at A-Level and Top 1% in the UK. There is a new £25m site with optional en-suite accommodation. Doverbroecks.com.



Oxford Tutorial College specialises in A-Level, GCSE and BTEC tuition for students aged 15+ intending to study at a leading British university. The College has built a reputation for being one of the leading tutorial colleges in the UK. Its location in the heart of academic Oxford and highly qualified tutors provide for a truly inspirational learning environment.

In 2017, students accepted offers at Oxford, Cambridge, Imperial, UCL and many other leading UK universities. The average class size is 4 students in our A-Level classes. Oxfordtutorialcollege.com

Further your studies with Oxford International:

UK University Partnerships

With our prestigious university partners, we run on-campus Embedded Colleges where you can study integrated undergraduate and postgraduate programmes in a range of subjects.

Studying at one of our embedded colleges, you can benefit from:

- English language, subject specific academic study and study skills tuition
- High Quality teaching tailored for international students and taught in small classes
- Dedicated support from our student services team
- 4 intakes a year
- Full university student status with access to university facilities and services
- Opportunity to live on campus and study with UK and international students
- Direct continuation to chosen degree upon successful completion of the first stages

Bangor University was established more than 125 years ago in the beautiful North Wales. The university's excellent academic reputation and strong teaching and learning environment, as well as their emphasis on community, attracts students from all over the world. Bangor University is ranked among the top 350 universities in the world for a fourth year in a row (Times Higher Education World University rankings 2018).

TEF Gold Award in the 2017 Teaching Excellence Framework (TEF), the only government-endorsed measure of teaching quality in higher education.



Further your studies with Oxford International:

De Montfort University:

In partnership with DMU, Oxford International run the highly successful DMU Leicester International Pathway College (LIPC), an Embedded College on the DMU campus. Through their range of integrated degree programmes, LIPC offers international students an alternative start to their studies at DMU.

DMU is ranked as one of the top 150 best young universities in the world (Times Higher Education 2016) and top 5 university teaching excellence (according to a league table produced by higher education experts Wonkhe-from TEF metrics) TEF Gold Award in 2017 Teaching Excellence Framework (TEF) the only government-endorsed measure of teaching quality in higher education.



University of Dundee:

The University of Dundee is an excellent institution renowned for its academic results, friendly atmosphere and proximity to both a bustling city and picturesque countryside. It has been Scottish university of the year two years in a row in The Times and Sunday Times Good University Guide 2016 and 2017 and is ranked in the top 20 of the universities worldwide under 50 years old (Times Higher Education Young University Rankings 2017)

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**University
of Dundee**

Further your studies with Oxford International:

University of Greenwich

Our newest University partner, University of Greenwich, is located in the heart of historic Greenwich, just 30 minutes from London Bridge.

Established in 1890, University of Greenwich is situated on the banks of the River Thames in London. University of Greenwich is a part of the University Alliance group and is silver rated in the Teaching Excellence Framework. Its renowned research has been globally received and endorsed by nine Times Higher Education Awards and four Queen's Anniversary Prizes for Higher & Further Education.



Contact us



Address: Oxford International English London
259 Greenwich High Road
London
SE10 8NB

Telephone: +44(0)208 293 1188

Emergency: +44(0)7501 965 809 (24hrs a day)

Email: Admissions@oxfordinternational.com

Website: www.oxfordinternationalenglish.com

Online learning: www.elearning.oxfordinternational.com

 Oxford International English Greenwich

 @OIEGreenwich

 @OIEGreenwich



ADULT CLASSES

2020



Head office
277 Greenwich High Road SE10
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