

Course Dates and Registration Fee

Possible start dates are any Monday within the normal school term dates. Airthrie operates a Trimester (3 Term Year): **Summer Term 2019:** Wednesday 24 April to Wednesday 10 July. **Autumn Term 2019:** Wednesday 4 September to Friday 13 December. **Spring Term 2020:** Tuesday 7 January to Friday 27 March.

The minimum course period is three weeks. A single registration fee of £65 is payable for all courses.

School classes start at 09:00 and finish at 15:30 unless extra-curricular activities are undertaken.

Course Fees and Programmes (fully integrated with UK Students)

| Year Group (ages accepted) Classes are named after European trees | Details of Weekly Lesson | Fees |
|---|--|--|
| Acorn Nursery (aged 3 to 4 years) | A typical week comprises: Child initiated/adult led activities designed to promote: Personal, Social and Emotional Development, Physical Development, Communication and Language, Literacy, Mathematics, Understanding the World, Music, Expressive Arts and Design | 3 Weeks: £1650 Additional week: £450 Fee per Term: £3250 |
| Willow Reception (aged 4 to 5 years) | A typical week comprises: Child initiated / adult led activities designed to develop: the structure of English and Vocabulary, Reading and Phonics, Handwriting, Active and Written Mathematics, Growth and development Animal and Plant, Understanding the World, Music, Expressive Arts and Design. | 3 Weeks: £1750 Additional week: £450 Fee per Term: £3250 |
| Ash Year 1 (aged 5 to 6 years) | A typical week comprises: English: 7 hrs. Mathematics: 6 hrs. Science: 1.5 hrs. Computing: 0.75 hrs. Art/DT: 2 hrs. History/Geography (Topic): 1.5 hrs. Music: 0.75 hrs. French: 0.5 hrs. P.E. 3.25 hrs. Drama: 0.5 hrs. Religious Education: 0.5 hrs. Sport: 3.25 hrs. | 3 Weeks: £1804 Additional week: £499 Fee per Term: £3390 |
| Beech Year 2 (aged 6 to 7 years) | A typical week comprises: English: 7 hrs. Mathematics: 6 hrs. Science: 1.5 hrs. Computing: 0.75 hrs. Art/DT: 2 hrs. History/Geography (Topic): 1.5 hrs. Music: 0.75 hrs. French: 0.5 hrs. P.E. 3.25 hrs. Drama: 0.5 hr. Religious Education: 0.5 hrs. Sport: 3.25 hrs. | 3 Weeks: £1850 Additional week: £499 Fee per Term: £3550 |
| Cedar Year 3 (aged 7 to 8 years) | A typical week comprises: English: 7.25 hrs. Mathematics: 6.25 hrs. Science: 1.5 hrs. Computing: 1 hr. Art/DT: 1.75 hrs. History/Geography (Topic): 2.5 hrs. Music: 0.75 hrs. French: 0.75 hrs. P.E. 3 hrs. Drama: 0.5 hr. Religious Education: 1 hr. Sport: 3.25 hrs. | 3 Weeks: £1900 Additional week: £499 Fee per Term: £3765 |
| Larch Year 4 (aged 8 to 9 years) | A typical week comprises: English: 7.25 hrs. Mathematics: 6.25 hrs. Science: 1.5 hrs. Computing: 1 hr. Art/DT: 1.75 hrs. History/Geography (Topic): 2.5 hrs. Music: 0.75 hrs. French: 0.75 hrs. P.E. 3 hrs. Drama: 0.5 hr. Religious Education: 1 hr. Sport: 3.25 hrs. | 3 Weeks: £1950 Additional week: £499 Fee per Term: £3910 |

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| Alder Year 5 (aged 9 to 10 years) | A typical week comprises: English: 7.25 hrs. Mathematics: 5.5 hrs. Science: 3 hrs. Computing: 0.75 hrs. Art/DT: 1 hr. History/Geography (Topic): 1.75 hrs. Music: 0.75 hrs. French: 0.75 hrs. P.E. 3 hrs. Drama: 0.5 hr. Reasoning: 0.75 hrs. Sport: 3.25 hrs. | 3 Weeks: £1970 Additional week: £510 Fee per Term: £4130 |
| Oak Year 6 (aged 10 to 11 years) | A typical week comprises: English: 7 hrs. Mathematics: 5 hrs. Science: 2 hrs. Computing: 1.5 hrs. Art/DT: 1 hr. History/Geography (Topic): 2 hrs. Music: 0.75 hrs. French: 1 hr. P.E.: 3 hrs. Drama: 1 hr. Reasoning: 1.5 hrs. Latin: 1hr. Sport: 3.5 hrs. | 3 Weeks: £2100 Additional week £520 Fee per Term: £4130 |

Note: Within the curriculum above, English includes Handwriting, and Sport includes Swimming (weekly). All pupils have some French. English as a Foreign Language can be made available where required.

Fees include the organisation of visas and flights to and from the UK by our Agent at the country of origin.

For parents wishing for an additional individual week's tuition, the cost, varying according to age range, is shown above. All payments must be made in full prior to departure and are non-refundable.

Accommodation Fees

| | | |
|---|---|--|
| Home-stay: immerse yourself in the English culture from £160 per week Our priority is to ensure that your accommodation enhances your child's stay with us and provides a safe home environment. Stay with a family (who may have a child at Airthrie) and who will speak to you in English and share their family space and meals. | | |
| What's included | Standard Homestay Single bed and shared bathroom. | Superior homestay Double occupancy of a larger room (parent and child). Two beds, shared bathroom. |
| Breakfast | ✓ | ✓ |
| Evening meal | ✓ | ✓ |
| Lunch at weekends | ✓ | ✓ |
| Laundry | ✓ | ✓ |
| You are the only guest of your mother tongue | ✓ | ✓ |
| Bed Linen and towels | ✓ | ✓ |
| Price per week | £160 | £285 |
| Daily minibus transfer | +£30 | +£30 |

Travel

Airports

The nearest International airports to Cheltenham are **Birmingham (BHX) and London Heathrow (LHR)**.
If you arrive at one of these airports, your journey will be quicker, easier and cheaper.

All international flights, visa documentation and local airport transfers will be arranged by your local agent. For contact details of your agent, please email admin.office@airthrie-school.co.uk giving your student details, requirements and country details.

Airport Pick-up

Private Hire

We recommend that you choose a School taxi or minibus transfer. In this event, we will arrange everything for you. Our driver will meet you in the Arrivals' Lounge (holding a clear 'Airthrie' sign with your name). The driver will take you directly to your accommodation, will stop at motorway services where needed and will introduce you to the family with whom you will stay. Unaccompanied students should add an additional £36 per person as, by law, for children under 16 the driver must stay at the airport until the plane has departed. Transfer prices are one way from/to the airport, but can be shared by students who book their flights together.

Public Transport

If you prefer to use public transport, we will send you details of routes, times and prices. On arrival you phone your hosts in Cheltenham and they will come to the coach or train station to meet you (or we will meet larger parties with minibuses). SATURDAY is the best day to travel if you choose to use public transport.

| UK Airport | Approximate Journey time | | Approximate costs | |
|-----------------------|--------------------------|------------------|-------------------------|----------------------------|
| | Taxi / Minibus | Public Transport | Taxi (Max 3 persons) | Minibus (Max 8 persons) |
| Birmingham (BHX) | 1¼ Hours | 1½ Hours | £80 | £105 |
| Manchester (MAN) | 2½ Hours | 3¼ Hours | £210 | £240 |
| London Heathrow (LHR) | 1¾ Hours | 2½ Hours | £180 | £200 |
| London Gatwick (LGW) | 2¾ Hours | 3½ Hours | £210 | £240 |
| Other London Airports | 2½ Hours | 3¾ Hours | £210 | £240 |

General and Booking Conditions

1. Registration fee is £65. This registration fee should be paid as a deposit immediately after you receive confirmation of acceptance. This deposit is non-refundable, and enables us to proceed with document application and completion. We recommend that you insure for Cancellation (see section 10 below).

2. PAYMENT DATES. All remaining course, accommodation, transfer and other fees should arrive at Airthrie School LLP at least 28 days before your course start date (or immediately upon receiving confirmation of acceptance if you book less than 28 days in advance of your start date.) Airthrie School LLP cannot provide accommodation and lessons for students who have not paid. Please see the Payments Method section below for more detail.

3. CANCELLATION CONDITIONS (please read carefully)

a) Course fees and all accommodation and transfer fees are FULLY RETURNABLE if cancellation is received by Airthrie School LLP at least 28 days before the course start date.

b) If cancellation is received less than 28 days, but more than 14 days before the course start date (for a reason other than those which could reasonably be insured against – see sections 3d below) 50% of the course fees will be refunded plus all host family and airport transfer fees.

c) If cancellation occurs less than 14 days before the course start date, or if a student cancels part of a course after course commencement (for a reason other than those which could reasonably be insured against – see sections 3d and 10 below):

i) 30% of course fees will be refunded for all complete weeks of the cancelled period (subject to exclusions in section 3d below) except the first week of the cancelled period which will be charged in full.

ii) all remaining accommodation fees will be refunded in full less 2 weeks' accommodation fee.

iii) a cancellation fee may be charged for airport transfers cancelled less than 72 hours before arrival.

iv) Airthrie strongly recommends that you book travel and cancellation insurance for the period of your visit to the UK.

IMPORTANT NOTE: If cancellation occurs within the final 28 days before the course start date due to a risk which could have been insured, no refund of course fees will be made.

d) Special note for students from countries from which a visa is required to study in the UK. In the event that your visa application is refused, we shall ask you to send a scanned copy of the complete refusal notice. When we are satisfied that the refusal notice is genuine, all fees received by Airthrie School LLP will be refunded except the registration fee (as described in section 1 above) plus any courier and/or postal fees incurred in sending to you documents associated with your course.

e) Postponement of courses will be assessed in the same way as the Cancellation Conditions. Airthrie School LLP reserves the right to exercise its discretion depending on the circumstances surrounding postponement.

4. STUDENT TAKING A PERIOD OF LEAVE.

Periods of leave within a junior school course are not generally acceptable. In exceptional circumstance short periods of leave may be arranged but these impact both on tuition and with Host family accommodation, so no refunds are given for any periods of leave.

5. CANCELLATION OF COURSES BY AIRTHRIE SCHOOL LLP, AND OUR RIGHT TO REFUSE BOOKINGS.

Airthrie School LLP has the right to refuse or cancel bookings in exceptional circumstances. In the event of Airthrie School LLP cancelling a booking, all registration, course fees and other fees received will be returned. Airthrie School LLP will not accept liability for air or other transport fares lost due to cancellation, or any other costs incurred by clients. We recommend that you insure for Cancellation (see section 10 below)

6. PAYMENT METHODS. The following payment methods are acceptable to Airthrie School LLP:

a) International Bank transfer to Airthrie School LLP's bank account: Airthrie School LLP Sort 20-20-15 Account 20611328. IMPORTANT - Please note that you are responsible for all bank charges if you decide to pay by this method, and if we do not receive the full amount of the invoice, we will normally need to ask for the remaining payment to be made.

b) Cash on arrival at Airthrie School LLP for the main part of your course and accommodation (but please note that you will still need to pay the registration fee by the methods mentioned above.) PLEASE NOTE: If payment is made by bank transfer, you are responsible for all bank transfer charges. If reduced payment is received for any reason, Airthrie School LLP will request you to pay the remaining fees when you arrive.

7. PRIVACY and DATA PROTECTION:

Airthrie School LLP School ('Airthrie') is committed to protecting your personal information and respecting data protection laws around the world. Our privacy policy, available on our website, explains how we do this and how we use and how we store your personal information. If you do not provide that personal information we will not be able to process your request or order. Where your consent is required for us to process your personal information, we will ask for your consent at the point at which you provide your data. You have the right to withdraw that consent at any time. We do not sell your personal information to third parties.

We will only keep records of your personal information for as long as is reasonably necessary for the purposes for which we have collected it, and in order to comply with any U.K. statutory or regulatory obligations in relation to retention of records. We would always ask before processing your personal data for marketing purposes. This includes keeping a record of your request indefinitely so that we can respect your request in future. To request a copy of this policy you can always contact our Data Protection Officer at: admin.office@airthrie-school.co.uk.

8. CONTACTING US:

Registration: Please download and complete the registration then email a scanned copy to admin.office@airthrie-school.co.uk.

You can contact us by email at admin.office@airthrie-school.co.uk in relation to any of the rights described in the above paragraphs, or if you have any questions regarding our privacy policy. The data controller for our websites, products and services is the Principal, Airthrie School LLP. If you are unsure who your data controller is, or have other queries relating to this policy, Airthrie's Data Protection Officer can be reached at the same address or by email at admin.office@airthrie-school.co.uk.

9. LIABILITY:

Airthrie School LLP and its proprietors, employees and associates accept no liability for any losses or expenses due to delay, sickness, visa, quarantine or any other cause.

10. INSURANCE:

Airthrie School LLP holds adequate Public Liability Insurance but strongly recommends that you book Travel, Medical and Cancellation insurance for the period of your visit to the United Kingdom.