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**SUMMER**  
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**ENGLISH CAMP**



*From 1 to 31 July · From 9.30am to 5.00pm*

**Information for parents**  
**Secondary & Advanced 2024**

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# ***A super fun summer in English!***

At Caxton College, our summer courses are designed **to make the most of the summer months** in the most enjoyable way possible, combining English lessons with fun workshops and sports.

Students work with **specialist teachers in small groups** to learn in a dynamic way, tailored to their needs.

Classes are planned so that students have to use English all the time, while practising the four basic skills. Levels are structured according to the European Common Framework for Language Learning.

Throughout the month, Secondary students take part in the following activities:

**Secondary 1 & 2: Lights, camera, action!** We will enter in the world of cinema to create our own script, special effects and close the unit with an authentic Oscar ceremony!

**Secondary 3, 4 & Advanced** will be part of a debate club in which they will enhance their fluency and will learn to develop solid arguments on diverse topics. They will also work on how to express themselves in English in an increasingly clear and persuasive way.

**A Healthy Summer...** To complement pupils' learning of English, each day will include an initiative to reinforce the importance of a healthy lifestyle or looking after our planet. These small initiatives are as follows:

- **Mindful Monday** – brief relaxation sessions
- **Tasty fruit Tuesday** – bring fruit for your morning snack!
- **Waste-free Wednesday** – bring your snack in a reusable container!
- **Thirsty Thursday** – remember how important it is to drink a lot of water!
- **Sugar-free Friday** - today my snack is sugar-free!

Each level has its own specific objectives, and students' progress is measured not only through continual assessment, but also by taking into account their effort and class participation.

If your child has any special education needs, please inform Coordination to make sure our summer programme can accommodate to their needs.

At the end of the course, parents receive a detailed report on their child's progress and may have an interview with the teacher in person or online, through the platform **Google Meet**.

# Workshops and optional extras

Every week, each class group takes part in a different workshop.

Our workshops cover various sports and physical activities, as well as artistic, music and dance disciplines, students will have fun and develop new skills.

Students can also have extra instruction in **swimming & tennis.**

## **Swimming:**

Group lessons - minimum age: born in 2020. Five lessons per week.

Lessons take place in the indoor pool, during swimming time.

## **Tennis:**

Minimum age: born in 2018, 10 lessons per fortnight.

Lessons take place during workshop time.



# ***Drop-off and pick-up procedure***

If travelling by **car**:

**Drop-off.** Students may arrive between 9:20 and 9:40am. Parents are asked to park and accompany their children to the corresponding drop-off points.

**Pick-up.** Students should be collected between 4:40pm and 5:00pm. Parents should come to the appointed pick-up area and wait outside the school facilities. Students will be released from class in a staggered fashion.

Only one adult will be allowed access to the outdoor drop-off or collection area for their children.

We will inform you by email about the corresponding drop-off and pick-up area. If you have any queries, please contact school staff at any time.

To pick up your child you will be required to show the card with the pupil's name that will be sent to you by email. Cards can be printed or shown on your mobile phone. If a different person will be collecting your child, please provide them with the card by email, WhatsApp or a printed copy.

If using ***school bus transport:***

Staff on duty will accompany students to their classrooms. Please arrive at the assigned bus stop five minutes before the scheduled time, both in the morning and in the evening.

If you arrive late to pick up your child, the school bus will continue on its usual route with the child on board. No child can be left at the drop-off point without prior authorisation from a parent. Should this happen, you will have to phone the school, where you will be told where you can collect your child.

Bus changes are not allowed.



# What to bring

For **classes**

- Water bottle labelled with your child's name.
- A full pencil-case with pencils, coloured pencils, glue and scissors.
- A notebook.

For the **playground**

Sunscreen, a cap and a snack for break time.

For the **swimming pool**

Swimsuit, sunscreen, flip-flops, towel and swimming cap.  
Recommended: swimming goggles.

All clothes and personal items must be labelled with your child's name.





# Contacting the School

Main Office: **961 424 500**  
[cursosdeveranocaxton@caxtoncollege.net](mailto:cursosdeveranocaxton@caxtoncollege.net)

It is recommended to contact us by phone or email.

If a meeting is essential, you should request an appointment via email or phone.

Parents and teachers will keep in daily contact through the app ClassDojo. Your child's teacher will give you access to this app once the summer camp starts. Parents will be able to send notes to their children's teacher using this app.

If your child needs to leave school outside of the usual time, please contact the school's Main Office to find out what other times are possible.

We kindly ask parents to inform the school of all foreseeable absences or lateness to class.



# ***Medical Assistance***

Caxton College has a school clinic that attends to immediate medical needs our students may have.

In the case that a student feels unwell or shows any symptoms of illness, the school nurse will be informed and she will assess the situation.

If it is necessary to inform parents to pick up their child, the school nurse will instruct the student to wait at the Main Office or in the clinic.

If pupils need to take any medicine during the school day, the medicine should be labelled with the pupil's full name, the time it should be administered and the dosage. The medicine should be handed directly to the bus monitor or to the person at the entrance gate for pupils who arrive by car. Medicine should NOT be placed in the pupil's backpack.

- Hand hygiene will be encouraged upon entering the school, before and after each play time, before and after eating and prior to leaving the school.
- There will be constant air flow and room ventilation during the day, keeping windows and doors open whenever possible.
- We kindly ask parents to check your child's temperature at home daily and do not send them to school if they have a temperature of 37 or higher or show any symptoms of illness.
- Parents must be prepared to pick up their sick child from school within 30/60 minutes of a call from the school nurse.

# Learning Objectives

## Secondary 1: Elementary

### Listening & Speaking

### Reading & Writing

#### Students will learn to:

- Introduce themselves and answer basic questions about themselves.
- Make and respond to invitations, suggestions, apologies and requests.
- Talk briefly about things they have done.
- Talk about a problem in simple terms.
- Say they do not understand something / cannot do something and ask for help.
- Understand audio and video clips.
- Understand longer texts about everyday topics, even if they do not know all the words, and can use a dictionary.
- Write a short message on a postcard or email
- Write about how they feel, and give reasons why, in simple sentences
- Make up a story in English using ideas, pictures or words the teacher gives them
- Write short dialogues such as in speech bubbles, picture stories or comics



# Learning Objectives

## Secondary 2: Pre-Intermediate

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### *Listening & Speaking*

### *Reading & Writing*

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#### *Students will learn to:*

- Understand simple questions and instructions.
  - Express simple opinions or requirements in a familiar context.
  - Understand straightforward directions, provided that these are not lengthy or complex.
  - Express likes and dislikes in familiar contexts using simple language.
  - Understand the general meaning of a presentation made at a conference if the language is simple and backed up by visuals or video.
  - State simple requirements within own job area.
  - Understand basic instructions on class times, dates and room numbers.
  - Express simple opinions using expressions such as "I don't agree".
  - Understand straightforward information within a known area.
  - Complete forms and write short simple letters or postcards related to personal information.
  - Understand straightforward information on food, standard menus, road signs and messages on automatic cash machines.
  - Complete most forms related to personal information.
  - Understand most short reports or manuals of a predictable nature within his/her own area of expertise.
  - Write a short, comprehensible note of request to a colleague or a known contact in another company.
  - Understand the general meaning of a simplified textbook or article, reading very slowly.
  - Write a very short simple narrative or description.
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# Learning Objectives

## Secondary 3 & 4: Intermediate 3 & 4

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### *Listening & Speaking*

### *Reading & Writing*

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#### *Students will learn to:*

- Understand straightforward instructions or public announcements.
  - Express simple opinions on abstract/cultural matters in a limited way or offer advice within a known area.
  - Understand the main points of TV programmes on familiar topics.
  - Talk about things such as films and music and describe his/her reactions to them.
  - Understand instructions on classes and homework given by a teacher or lecturer.
  - Repeat back what people say to check that he/she has understood.
  - Give detailed practical instructions on how to do something he/she knows well.
  - Understand routine information and articles.
  - Write letters or make notes on familiar or predictable matters.
  - Understand factual articles in magazines and letters from friends expressing personal opinions.
  - Write to his/her friends about the books, music and films that he/she likes.
  - Understand most information of a factual nature in his/her school subjects.
  - Write a description of an event, for example a school trip.
  - Take basic notes in a lesson.
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# Learning Objectives

## Advanced: Advanced 1, 2 & 3

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### *Listening & Speaking*

### *Reading & Writing*

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#### *Students will learn to:*

- Identify the expression of feelings and attitudes such as criticism, disapproval, agreement, and so on.
  - Start, have and end conversations on familiar topics.
  - Understand the main points of TV programmes on familiar topics.
  - Talk about things such as films and music and describe his/her reactions to them.
  - Ask for factual information and understand the answer.
  - Ask for clarification and further explanation and will probably understand the answer.
  - Express views, feelings, and opinions effectively in writing and give reasons.
  - Find relevant information in texts.
  - Write e-mails and letters which are more or less formal, according to how well he/she knows the person he/she is writing to (for example to get information he/she needs for a school project or about a social activity).
  - Write about events and experiences in a detailed and readable way.
  - Write essays on topics he/she has clear opinions about, and present his/her argument.
  - Read and understand factual texts on topics he/she is not familiar with, if he/she can use a dictionary.
  - Make simple notes for study purposes.
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# **Timetables**

## **Secondary / Advanced A**

<b>Time</b>	<b>Activities</b>
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10:00 – 11:00	Class
11:00 – 11:20	Break
11:20 – 12:20	Class
12:20 – 1:10	Workshops
1:10 – 2:00	Pool time
2:00 – 2:40	Lunch
2:40 – 4:30	Class (10' break)
4:30 – 5:00	Preparation for exiting to buses – Departure

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## **Secondary / Advanced B**

<b>Time</b>	<b>Activities</b>
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10:00 – 11:00	Class
11:00 – 11:20	Break
11:20 – 12:10	Workshops - Tennis
12:10 – 1:30	Class
1:30 – 2:10	Lunch
2:10 – 3:40	Class
3:40 – 4:30	Pool time
4:30 – 5:00	Preparation for exiting to buses – Departure

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# ***General rules***

Students must wear comfortable sports clothing to participate in the programmed activities. No bracelets or rings will be allowed.

The school reserves the right to search students' belongings if considered necessary.

Students are not allowed to bring energy drinks to school, nor to eat or drink in class.

The use of electronic devices is not allowed at any time during school hours (bus included). They may only be used if the teacher has first given permission, for a specific class activity.

The school will not accept any responsibility for electronic devices or valuables that are lost or broken.

# ***Behaviour Policy***

The school has established a behaviour policy specifically for the summer camps with the aim of creating a single discipline code that allows for behaviour to be monitored not only in lessons, but also during workshops, pool time, on the bus and playground, and in the dining room.

In this way, with the collaboration of teaching and non-teaching staff, we can limit the number of incidences of poor behaviour, and make the most of our summer.

## **Minor incidents:**

- Unjustified lateness to a lesson or workshop
- Unpleasant behaviour toward classmates
- Disobeying a teacher, instructor or monitor
- Not following class or training rules
- Using rude language
- Pushing, shouting or running in the corridors
- Wearing inappropriate clothing

## **Serious incidents:**

- Leaving a lesson
- Aggression toward classmates
- Repeated use of profane language
- Missing a lesson or workshop by staying on the playground
- Insulting or showing lack of respect for a teacher, instructor or monitor
- Not going to the dining room
- Bringing dangerous or inappropriate objects to school
- Vandalism
- Using a mobile phone during a lesson without the teacher's permission
- Stealing or damaging others' belongings

### **Very serious incidents:**

- Aggression
- Bullying
- Leaving school grounds
- Three serious incidents

Most cases of unacceptable behaviour are spontaneous, unintended acts that the pupil immediately regrets. In these cases, the teachers will correct this sort of behaviour at once.

In the case of continuous unacceptable behaviour, parents will be contacted by the school to consider the problem jointly. If a pupil is involved in three serious incidents, the school reserves the right to expel them from the summer course.

Any student who jeopardises the integrity or safety of others will be expelled without hesitation.

We expect parents to support us in implementing this code of conduct as we believe that, discipline is a responsibility shared between parents and teachers.



**BSO  
Outstanding  
School**



Excellence  
in Education

**For more information, phone us or visit our web page**

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