

University of Brighton

Moulsecoomb Campus

Pre-Arrival Guidebook 2025



Summer Camp

University of Brighton, UK





Founders David Brown and Robert Darell meeting HM King Charles III again in May 2014



Dear Group Leader, thank you for joining us in the UK this year. At Oxford International Junior Programmes, 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 are one of the top providers of junior programmes in the UK and a unique British Council accredited education provider. Oxford International Junior Programmes is part of the 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.

OIEG now offers a huge range of university pathways, spring, summer and year round academic programmes and educational tours. Our programmes have grown steadily in size and popularity and we now run 12 centres in the UK; 8 Residential and 4 Year Round Schools, plus 6 centres in North America welcoming over 10,000 students.

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

The Airport

On arrival at the airport, you will be met by one of our Activity Leaders who will welcome you to the UK. They will be wearing a red T-shirt or hoodie with the OIEG logo so you can easily recognise them.

The Activity Leader will accompany you by coach to your centre. During the journey to your centre, the Activity Leader will give you an optional booklet, your activity programme, a welcome letter from the management team, registration forms, lanyards, and student ID cards. You will also receive the rooming configuration allocated to your group on the coach so you can begin to organise the students into bedrooms. When you arrive at your centre, a member of the management team will be waiting to greet you.

Arriving at University of Brighton

When you arrive at University of Brighton you will be shown to your accommodation. All accommodation at the University is en-suite and arranged in flats.

Once at your block/flat you will be shown your bedrooms and shown how to access the accommodation block. One of the OIEG staff will take your group on a tour of the campus and highlight all the key locations you will use during your stay.

At Oxford International we aim to room your students in line with your needs. If you would like to keep your group together (regardless of gender) please let us know in advance. It may also be possible to keep your group together in the same building but split the group across different floors/corridors by gender. If there are students in your group who are a different gender to yourself and you are the only group leader, those students will be supervised by a member of OIEG staff.

We will provide allocated key cards for your group. This key card (similar size to a credit card) will allow students to access to their flats and their own rooms. Students can use this key card to enter/lock their rooms.

Bedrooms are cleaned prior to each group's arrival and once a week thereafter; to include vacuuming, dusting, change of bed linen and towels, emptying rubbish bins and cleaning of ensuite or shared bathroom/toilet facilities.



University of Brighton

From small beginnings in 1850s Brighton, the University of Brighton has grown to a complex and diverse institution based in two locations across the south coast of England.

The University of Brighton has been part of the city of Brighton & Hove since 1859, starting as a school of art in the kitchens of the Royal Pavilion and growing to become the diverse and inclusive institution it is today.

We have 17,000 students and 2,150 staff studying and working at our three campuses in Brighton. Subjects taught here range from medicine to engineering, psychology to illustration, sport science to English literature. Students are at the heart of all that we do and take an active role in their learning experience. They leave us ready to make a difference to the world.



About the Centre

University of Brighton

Campus, Lewes Rd, Moulsecoomb, Brighton BN2 4GJ

Postal Address:

Oxford International Education Group
c/o University of Brighton
Campus, Lewes Rd, Moulsecoomb, Brighton BN2 4GJ
Please ensure the letter/package is clearly labelled with the student's name and school name.

Wi-Fi access:

Students can access the visitor WiFi – "UoB Visitor Wi-Fi" while on campus by simply agreeing to the T&Cs. Please refer to your Centre Manager for accommodation Wi-Fi access code.

Meal Times:

**Subject to confirmation*

Breakfast: 07:30 – 08:45

Lunch: 12:30 – 13:45

Dinner: 18:00–19:30

Students should clear away their food trays at the end of their meal. There will be a lunch/dinner rota for all groups.

Shop/Café:

There are vending machines in the canteen (located in the Cockcroft Building) and in various other buildings for students to buy snack during mealtimes. The University is completely cashless, therefore **payment can be taken via contactless, apple pay or debit/credit card only.**

Security:

University of Brighton has a 24 hour onsite security team who maintain a constant patrol.

Laundry:

**Laundry prices subject to confirmation*

There is a laundry room located on site. It uses a phone APP or it could be via TAP. It is £5 for a wash and £5 for a dry (approx.).

All of the laundry facilities are self-service.

Open: 8:00 – 20:00.

Local Transport:

There is a train station close to the campus which is less than 5 minute walk from the campus. Trains depart to Brighton Centre and London.

Bank/Post Office:

There is a cashpoint ATM located in Sainsbury's located in 93 Lewes Rd, Brighton and Hove, Brighton BN2 3QA.

There is Post office located in *Lewes Road Post Office and phone shop*, address: 6 Lewes Road, Brighton and Hove, Brighton BN2 3HP.

Hospital/Doctors:

Nearest Hospital: Brighton General Hospital
Brighton and Hove, Brighton BN2 3EW

Nearest Doctor's Surgery: The Cockcroft Surgery
University Of Brighton, Lewes Rd, Brighton and Hove, Brighton BN2 4GN

First aid trained staff are available on site.

Religious Centres:

Catholic: St Andrew's Church, Moulsecoomb, Brighton

St Matthias Church: 360c Ditchling Rd, Brighton and Hove, Brighton BN1 6JG

Fire Drills

It is a requirement that at any residential 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 have left their rooms and stand at 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.

Curfew:

Evening curfew is 10:30pm.

All students must be in their accommodation by this time. They must be in bed with lights off by 11:00pm. We ask that you monitor your own students. If you are on a corridor with other students making noise after this time please report it to the CM.

Deposit:

Please be aware that a **£30 deposit per student will be collected upon arrival** which will be returned at the end of the programme if there is no damage to the rooms or loss of keys etc.

Staff at your Centre

Centre Manager (CM)

The Centre Manager is responsible for the smooth running of the centre. Our Centre Managers are chosen for their experience, professionalism and personalities, and you will have daily contact with them.

Director of Studies (DoS)

The Director of Studies is responsible for the academic management of the centre and ensuring the teaching and learning component of the programme is delivered to the highest possible standards.

Student Support Manager (SSM)

The Student Support Managers look after all of the safeguarding and welfare of the people on-site, including you. They are first aid trained and have knowledge of the local medical services. You will meet with them a few times a week to discuss any concerns.

Activity Manager (AM)

The Activity Manager is responsible for the complete over-sight and smooth running of the excursions at the centre. They will also be able to help arrange optional excursions and make additional bookings for you.

The AM will ensure that the onsite activities are inspiring, dynamic focused and enjoyable.

The AM will lead the team of activity staff.

EFL Teacher/ Senior EFL Teacher

Teaching staff are responsible for planning and delivering lessons from the OIEG Syllabus. Some centres will also have 1 to 2 Senior Teachers who teach 50% of the time and spend the remainder of their time providing academic support to the teachers and DoS.

Activity Leaders (AL)

The Activity Leaders are responsible for running everything outside the lessons! This includes onsite activities, excursions, meal duty supervision and airport transfers.



Excursions

London Excursion

During your programme there is 1 extended full day London excursion by train. This excursion is from 09:00 am to 08:00 pm.

Photo tour in Westminster

New for 2025! NEW

We have adapted the walking tours into photo tours. The students will have the opportunity to visit the Westminster area and see all the famous sites just as before and be given some time to take pictures. Instead of the activity leader delivering a walking tour, they will guide the group around.

For the students to learn the facts about what they are visiting, we have planned an interactive evening the day before the visit to London, so students learn about the places they will see prior to the visit so they only have to worry about enjoying their time in London.

Excursion to Brighton

Your groups will have two full day excursions to Brighton. In one excursion the activity leader will lead a walking tour in the city centre and visit the i360 following by some beach games.

On the second excursion students will have the opportunity to visit the Royal Pavilion and will have a Street Art walking tour and free time in North Laines.

Lunch on excursions

At University of Brighton you will receive:

- Meal vouchers during the evening in London. Packed lunches for full days in Oxford, Brighton, and the Optional Day.



Oxford Excursion

Oxford is one of the most culturally diverse cities in the UK and it is home to magnificent architecture and history, famous literary figures and unique traditions. The activity leader will lead a walking tour of the city centre and give free time to explore the city.

This excursion will run from 9am to 4pm (depart from destination).

Four Half Days

There will be four half days during the whole programme. One half day to Lewes by public bus, a second half day to Seven Sisters by coach and there will be two half days more to Brighton by public bus to explore the city and shop on the Lanes.

What to expect from Group Leaders during excursions:

- Only take photos when advised to do so
- Keep together as a group
- Don't stop for toilet or food breaks without permission
- Stay vigilant of on-coming traffic
- Don't block the pavement or gates
- Walk at a brisk pace
- Don't talk over the guides
- Wear your lanyard at all times
- Ask lots of questions
- Have fun!



Optional Booklet

We love our summer programmes and think they are brilliant as they are but we also know that for some students it is a long journey to travel to the UK.

This booklet contains information about destinations across the whole of the UK and attractions you can visit there. If you would like to supplement your programme by purchasing one of these entrances/excursions (and haven't organised this prior to arriving in the UK) please speak to your Excursion Manager. You should have received the Optional Booklet in your Welcome Pack; if not please also refer to your ExM for more information.

We highly recommend booking in advance to guarantee we can offer the excursions

England

Optional Excursions 2025/26



Musicals

Come and experience theatrical performances presented in many professional theatres, more commonly known as the West End! Along with New York's Broadway theatres, West End theatres are widely considered to represent the highest level of commercial theatre in the English-speaking world. Recommended musicals for groups are the following:

- Wicked** – prices per person from £30.00
- Hercules (NEW for 2025!)** – prices per person from £35.00
- Harry Potter and the Cursed Child** – prices per person from £35.00 each
- Phantom of the Opera** – prices per person from £45.00
- Matilda** – prices per person from £45.00
- Phantom of the Opera** – prices per person from £50.00

Other musicals available, please enquire for prices: Oliver, The Devil Wears Prada, Mrs Doubtfire, Back to the Future, Hamilton, Hades Town and many more!

Please note group prices vary depending on date and availability and the above are for reference only. Contact our team for more information and specific rates for your group.*

Groups at centres outside of London will need to consider a private coach to return to the centre after the musical. Please check with our team for additional costs.

Wicked Official 2-hour workshop

The Wicked Musical Theatre Workshop is designed to introduce students to the many multi-layered performance techniques crucial to performing in the West End.

Following a comprehensive physical and vocal warm-up, participants learn a specially selected song from Wicked, developing their vocal techniques and acting through song with movement and harmonies that can be adapted depending on the age and/or experience of the group.

From £30.00 per student



Onsite Activities

Our Onsite Activities Programme has been carefully planned and designed with all students in mind. During these sessions, we encourage students to challenge themselves individually, as well as being able to work as part of a team, in a fun and friendly way.

The onsite activities are divided into 5 categories that will allow your students to explore different skills, techniques, and talents throughout the programme.

The categories are:

- 🔹 **Whole campus activities**
- 🔹 **Sports**
- 🔹 **Challenges**
- 🔹 **Workshops**
- 🔹 **Relaxing activities**

Get ready for an incredible journey filled with laughter, learning, and lasting friendships.

Let the fun begin!

Sign up activities

These sessions will require students to sign up for a specific activity. This process will allow students to choose the activity that best suits them and will help the staff to make sure all students attend the activities. Please make sure you help the team onsite and encourage students to sign up in advance.

Rotation activities

NEW for 2025! NEW

Here, students will participate within a rotation system. This means we will have several engaging activities running at the same time. Divided into groups, students will participate in a few activities for 45 minutes each, therefore experiencing different activities.

What to bring?

We recommend that students bring comfortable sports clothes and trainers for onsite activities. Finally, please ask your group to bring LOTS of energy to participate and engage in all the activities we have to offer!



Sample Programme

Sample Programme - University of Brighton A



Group Name					
Students					
Group Leaders					
Date	Days		Morning	Afternoon	Evening
1-Jul	Tue	Breakfast	Airport: Flight Number: Time:	Lunch	Dinner
2-Jul	Wed		Student Induction Lesson 1 - Welcome	Public bus to Brighton with walking tour of the city	Welcome Disco
3-Jul	Thu		Lesson 2	Lesson 3	Onsite Activities
4-Jul	Fri		Full day excursion to Brighton by public bus and visit Brighton Pier	Visit 1360 and beach games	Onsite Activities
5-Jul	Sat		Half day excursion to Lewes by public bus	Lesson 4	Onsite Activities
6-Jul	Sun		Onsite Activities	Lesson 5	Onsite Activities
7-Jul	Mon		Full day to London by train with Politics and Royalty photo tour	Entrance to National Gallery and shopping in Covent Garden	Evening in London
8-Jul	Tue		Optional Excursion	Optional Excursion	Disco
9-Jul	Wed		Lesson 6	Lesson 7	Onsite Activities
10-Jul	Thu		Full day excursion to Oxford	Walking tour of city centre and free time	Onsite Activities
11-Jul	Fri		Lesson 8	Onsite Activities	Onsite Activities
12-Jul	Sat		Lesson 9	Half day excursion to Seven Sisters by coach	Talent Show
13-Jul	Sun		Public bus to Brighton to explore and shop on the Lanes	Lesson 10	Farewell Party
14-Jul	Mon		Full day excursion to Brighton by public bus with entrance to Royal Pavilion	Street art walking tour and free time on North Laines	Onsite Activities
15-Jul	Tue		Airport: Flight Number: Time:	Airport: Flight Number: Time:	Airport: Flight Number: Time:
Example activities available at your campus:					
Challenges		Team Challenges, Water Challenges, Build-it Challenge			
Sports		British Sports, Football, Running Club, Summer Olympics, Volleyball, Basketball, Tennis			
Workshops		Self Portrait, Group Mural, Beauty Night, Friendship Bracelets, Fashion Show, Drama.			
Relaxing		Movie Night, Conversation Club, Chill Club (board games).			

**Please note this is only a sample and you should receive your personalised programme before arriving to the UK.*

Group Leader Programme

Group Leader Programme

We appreciate how much work each Group Leader puts into a visit to the UK, and it is important for them to have some time to relax and meet other leaders.

The group leader programme is tailored to each centre, at **University of Brighton** it will be made up of different events throughout the weeks.

With so much history at all of our centres, we want leaders to have a **tour of the campus** to know more about their location and the history of each site.

Group leaders will be invited to a **traditional English afternoon tea** within the first few days, allowing them some time to chat with each other and the centre staff, while enjoying a classic British experience.

A **classic pub night** will also be arranged during one of the evenings for group leaders and senior staff only.

There will also be a **movie night** organised by OIEG staff.

Group Leader Meetings

Group Leader meetings are essential for the smooth running of a residential centre; these are the perfect time to raise any issues you may have. There will be a meeting on your first evening at the centre (or the day after arrival) where you will receive all the essential information about the first few days and will be introduced to all members of Senior Staff.

Information we will need from you at this meeting:

- Student registration forms (a requirement by the British Council)
- Student rooming list (exact room numbers of each child)

Information we will give you at this meeting:

- Centre specific contact details
- Meeting times and points
- GL programme details
- Lunch and dinner rota
- Lessons and excursion procedures

Group Leaders' Responsibilities:

- Attend all meetings with the staff
- Ensure their students are punctual and attend all lessons, excursions and onsite activities
- Supervise students on excursions, in their accommodation and during meal times
- Report any allergies/medical issues to the Centre Manager on arrival at the centre
- Maintain a lively, courteous and friendly atmosphere throughout the whole programme
- Report any issues with the programme/campus whilst in the UK rather than waiting until the group is at home. This way the staff can work together to fix it as soon as possible
- **Have fun!**



Student Packing List

Summer weather can be very unpredictable in the UK. The average daily temperature is 15°C but can go as low as 10°C or as high as 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
- A copy of any medication prescriptions in case of emergencies
- UK currency (Pound sterling)
- Debit or credit card
- Visa or ETA (NEW for 2025) Check if you can get an electronic travel authorisation (ETA) - GOV.UK NEW

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/hairdryer
- Sleepwear, socks and underwear
- Glasses/contact lens equipment
- Water bottle
- Plastic bags for dirty laundry or wet items
- A small padlock to lock valuables
- **MUST BRING Reusable water bottle!**

Onsite Activities

- Tracksuit/jogging pants for sport
- Comfortable trainers

Excursions

- Casual, comfortable clothing
- Umbrella
- Sun protection (cream, spray, lotion)
- Quality rain/wind-proof jacket
- Secure handbag/backpack/travellers wallet
- Sunglasses
- Appropriate footwear for walking

What Not to Pack

- Bedding (bed sheets, pillows)
- Expensive electronics/valuables
- Travel iron (an iron and ironing board will be available)
- Too many clothes
- Do not bring NUT products. No sandwiches, granola bars, treats or other food that contain nuts.



We can only guarantee the carriage of one x1 suitcase and one x1 backpack for airport transfers. If you anticipate that you will need to bring more suitcases, let us know in advance. Please note an extra charge might occur if an extra coach needs to be arranged on arrival.

Frequently Asked Questions

What happens if someone loses their passport?

We strongly advise that passports are stored safely in the accommodation and remain there. If a passport is lost, the Group Leader will need to accompany the student to the embassy of their home country where they will be issued with a temporary replacement or a permit to travel. The CM will be able to help locate the embassy and print any forms that might be helpful. We recommend that you have a photocopy of every student's passport as a backup.

What happens if a student is lost on an excursion?

The first thing to do is to contact the student on their mobile. If this is possible then a member of the staff will collect the student whilst you wait with the rest of the group. If they are uncontactable, the Activity Leader will get hold of the CM who will in turn contact Head Office. Every student is issued with an 'Emergency Number' lanyard and ID Card. Students should call this number if lost and it will be answered by a member of Head Office.

How do students participate in onsite activities?

In most centres, a meeting point is set for activities. All activities and excursions will be advertised on the activity noticeboards and during mealtimes. Students can choose which activity they want to participate in. To ensure students take part in onsite activities they will now need to sign-up in advance and a register will be taken at the beginning of each activity.

Can students lock their room?

Yes! At University of Brighton students will be supplied with a swipe card to access their rooms. Students must keep the card safe or attached to their lanyard.

A replacement card is around £30. Please advise your students to keep this card safe or attach it to their lanyard if possible.

What happens on departure day?

Prior to your final day on campus, Group Leaders will be invited to attend a departure meeting where the full procedure is explained.

At this point Centre Managers will indicate the time the group needs to be at the coach (which will arrive at the airport with at least 3 hours to check-in, go through security and reach your gate).

Can my students be taken off campus/programme by a member of their family?

We are happy to have parents or relatives visit the centre as long as they contact the centre in advance to arrange this. It is also possible to have a parent or relative take a student out of the programme for a short time. Parental approval must be sent to the centre email in advance. Original ID of the adult taking them from the centre will be photocopied on arrival. Relatives who accompany the student away from the centre will be asked to sign an 'Unscheduled Activity' form and will need to leave a contact number in case of an emergency.

What should we do if there is a problem with a bedroom?

All accommodation blocks are checked prior to the students' arrival, however, if you do notice a problem when you get to the centre it is essential you report this straight away. All group leaders will be issued with a 'maintenance report card' where they can submit all their students' room problems. If the report card is submitted to the Centre Manager by 10am, the CM will ensure the request is passed onto the maintenance staff that same day.

What do I do if a member of my group has food allergies/dietary requirements?

The campus catering staff are very experienced in catering for all kinds of allergies or dietary requirements. During our 30 years of operation, we have never had a problem with allergic reactions to food prepared on campus. In order for this to continue to be the case we ask that you alert us to any allergies / requirements as early as possible. The admissions team should be notified before arrival in the UK.

What happens if a student is sick?

All sick students should be referred to the Welfare Manager or Centre Manager. If deemed necessary, a member of OIEG staff will escort the student to a GP or hospital. If this does happen, the student must take their passport and any medical insurance documents with them in the instance that they may be required.

Is there a deposit?

Please be aware that a £30 deposit will be collected upon arrival which will be returned at the end of the programme if there is no damage to the rooms or loss of keys etc.

Do you have any other questions?

Please do not hesitate to contact the sales team or our OIEG staff if you are on campus!

**Emergency number +44 (0) 203 318 3007
monitored 24/7.**

Please use only in real emergencies.



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