FrancesKing
School of English

2023

London Family Programme

including enrolment details and fees

50 Years' Experience in Teaching

London
Family Programme

Family study holiday in the heart of London. Courses for children aged 6-16 and optional courses for parents and other family members. We can arrange accommodation in homestays, studios and apartments and the whole family can enjoy an activity programme. Programmes available in spring, summer, autumn and winter.

LOCATION

Parents and their children study in the same location in our Kensington school, opposite Gloucester Road Station, or nearby annexe within walking distance.

AGES

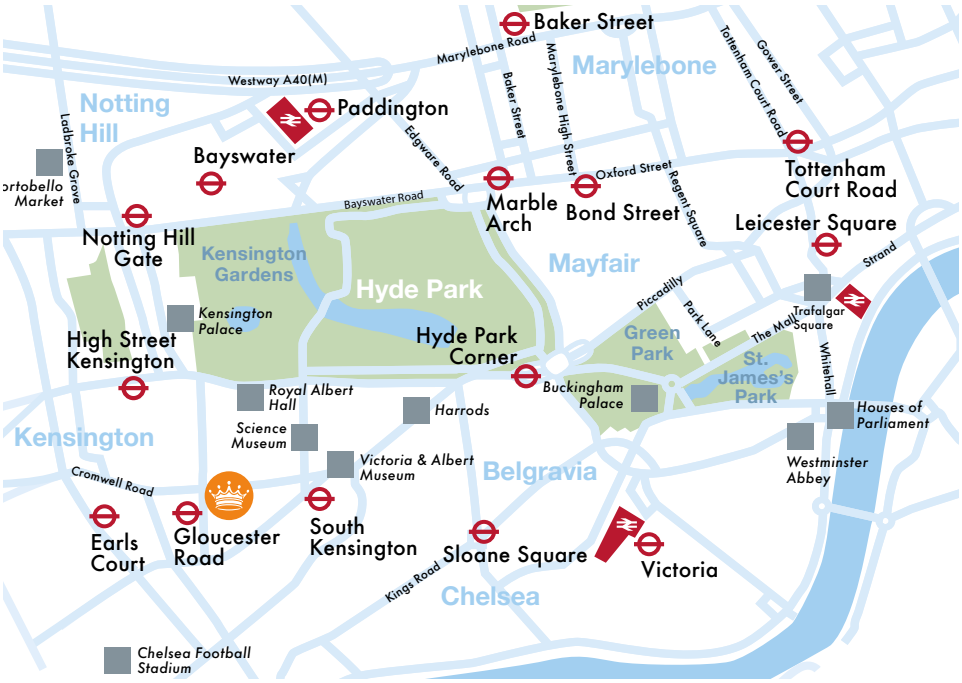
Children of ages 6-16 are accepted. In summer, a parent or guardian of a 6 year old must also take a course. At other times of the year they must either take a course or remain in the school during lesson times. The minimum age for adult in charge is 21.

PRIVATE LESSONS & MINI GROUPS

After group classes, we can also arrange private lessons for children, to concentrate on a particular skill or language area. We can also offer private lessons and Mini Group tuition for children at other times of the year. Please ask for more details.

YOUR FREE TIME

Classes are in the mornings - families are free in the afternoons to enjoy London's many attractions and to take part in a special activity programme, 2 or 3 days a week. Students on the Day School have activities 5 afternoons a week.



Family Junior Morning

This fun course is designed for young learners. The emphasis is on spoken English and communication. Imaginative activities and group project work encourage speaking and rapid learning and there is a visit to a local place of interest. There are also sports on Friday afternoon in Hyde Park.

Family Adult

While their children are at school, parents and other family members have the option of taking a course at Frances King in the mornings too. There is an afternoon only option for a parent who is busy with child care in the mornings.

Family Junior Day School

This all day programme is for ages 12-16 in summer. Participants join the Family Junior Morning Course and in the afternoon there are activities, excursions and projects, 5 afternoons a week. Children should be dropped off at 8.45 and collected at 17.00. Students must bring a packed lunch and a travel card.

COURSE FACTS

	FAMILY JUNIOR MORNING	FAMILY ADULT MORNING	FAMILY ADULT AFTERNOON	FAMILY JUNIOR DAY SCHOOL
Class size	Average 12 / maximum 15	Average 12 / maximum 14	Average 12 / maximum 14	Average 12 / maximum 15
Minimum age	6	21	21	12
Minimum level	A1	A2	A2	A2
Lessons/week	20	20	10	20 + projects/activities
Hours/week	16h 40m	16h 40m	8h 20m	16h 40m + projects/activities
Timetable	Monday to Friday **9.00-13.00**	Monday to Friday **9.00-12.50**	Monday to Friday **13.45-15.30**	Monday to Friday **9.00-17.00**

A1 Beginner **A2** Elementary **B1** Intermediate **B2** Upper Intermediate **C1** Advanced **C2** Proficency

FAMILY PROGRAMME - EXAMPLE TIMETABLE

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9.00 - 13.00	Classes				
13.00 - 14.15	Families meet for lunch				
14.15-16.45 (optional activities)		River Walk	Tower Bridge	River Cruise	

Activities are guided. Parents must accompany their children. Entrance charges are not included.

FAMILY PROGRAMME DAY SCHOOL - EXAMPLE TIMETABLE

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8.45	Parents drop children at school				
9.00 - 13.00	Classes				
13.00 - 14.15	Children eat packed lunch at school				
14.15-16.45 (activities)	Trafalgar Square / National Gallery	British Museum	Project work	Tower of London	Sports in Hyde Park
17.00	Parents pick up children from school				

Parents must provide a packed lunch and travel card. Activities are guided and supervised. Entrance charges are included.

"We all enjoyed our course and really improved our English. The school is very friendly and looked after our family very well."

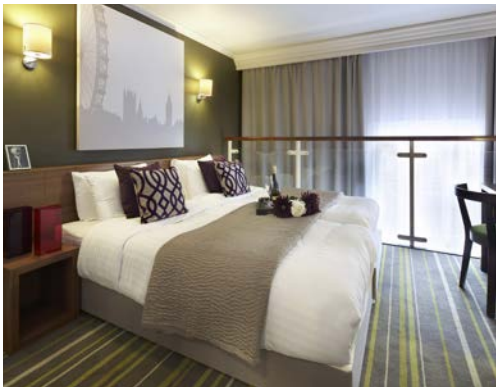
Alejandro Artiles Vizcaino, Gema Nuez and family, Spain

London Family Programme Accommodation

We can offer a variety of accommodation suitable for families, all located in excellent and safe locations within walking distance, or well connected with public transport to our school.

Studios and Apartments

If you prefer to be independent we offer studios and apartments, providing the comfort ofa hotel at a lower price. They include private bathrooms and kitchens and are in excellent locations for our school.



1 Citadines (South Kensington) ****

- Modern, stylish, self-contained studios (for 2 people) and 1 bedroom apartments (for 2-4 people)
- Available all year, minimum stay 1 week
- Location: zone 1, Gloucester Road, less than 5 minutes' walk to Frances King Kensington, near fashionable restaurants, cafes and bars and a short walk to Hyde Park, Kensington Gardens and world-famous museums

Self Catering · Free WiFi · Private bathroom · Private Kitchen · Free coffee · Gym

2 Chelsea Cloisters ****

- Attractively designed, self-contained serviced studios (for 2 people with double bed) and 1 bedroom (for 1-3 people with double bed and sofa in living room) and 2 bedroom apartments (for 2-4 people with double bed, single bed and sofa bed in living room)
- Available all year, minimum stay 1 week
- Location: zone 1, South Kensington, about 15 minutes' walk to Frances King in Kensington, near the fashionable shops, cafes and restaurants of Chelsea and a short walk to world-famous museums

Self Catering · Free WiFi · Private bathroom · Private Kitchen

3 Citadines (Trafalgar Square) ****

- Self-contained 2 bedroom apartments (for 2-6 people)
- Available all year, minimum stay 1 week
- Location: zone 1, Embankment, less than 20 minutes by underground to Frances King Kensington. Located in the heart of the West End, within an easy walk of a huge number of attractions, entertainment venues, restaurants and shops

Self catering · Free WiFi · Private bathroom · Private Kitchen · Business Corner · Breakfast Room

Locations

- Frances King - Kensington
- 1 Citadines - South Kensington
- 2 Chelsea Cloisters
- 3 Citadines - Trafalgar Square

Quality Ratings

** Standard
*** Premium
**** Deluxe

Prices for studios and apartments are for bookings of 7 nights or more, 1-6 night prices on request.

Homestay

Staying in a Homestay is by far the most cost-effective way of living in London. Our hosts are friendly and welcoming and located in residential areas approximately 15-50 minutes from the school by public transport. Staying with a homestay is also the best way to learn about English life and culture and the opportunity for you and your family to practise your English.

Hotels

The school does not arrange hotel accommodation but we recommend sites such as www.booking.com

Standard Homestay **

- Good homes in pleasant areas with kind hosts
- Location: zone 2 and 3
- Choose between:
  - Single bed and breakfast
  - Twin/double bed and breakfast
  - Single half-board
  - Twin/double half-board

Shared bathroom

Premium Homestay ***

- Superior homes in excellent areas
- Location: zone 1-3
- Choose between:
  - Single bed and breakfast
  - Twin/double bed and breakfast
  - Single half-board
  - Twin/double half-board

Shared bathroom OR Private bathroom

Hotels

- To get a hotel near the school search for London Kensington
- The school postcode is SW7 4SS

London Family Programme 2023

FrancesKing School of English

Registration fee £125 per family

Code	Course	Lessons per week	Price per week 1-3	Price per week 4-7	Price per week 8-11	Ages	Minimum level
Family Programme							
FJ	Family Junior	20	£437	£378	£378	6-16	A1
FAS	Family Adult - Standard General English	20	£385	£347	£321	21	A2
FAS	Family Adult - General English Afternoon	10	£94	£88	£80	21	A2
FJD	Family Junior Day School (Summer only)	20 plus afternoon activities	£795	£765	£765	12-16	A2

WINTER PROGRAMME 2023
January 3 (1-4 weeks) ❶
January 9 (1-3 weeks)
January 16 (1-2 weeks)
January 23 (1 week)

❶ 1 Week commencing January 3: 16 lessons/week. Monday January 2 is a public holiday.

SPRING PROGRAMME 2023
March 20 (1-6 weeks)
March 27 (1-5 weeks)
April 3 (1-4 weeks) ❶
April 11 (1-3 weeks) ❷
April 17 (1-2 weeks)
April 24 (1 week)

❶ Week commencing April 3: 16 lessons/week.Friday April 7 is a public holiday.
❷ Week commencing April 11: 16 lessons/week.Monday April 10 is a public holiday.

SUMMER PROGRAMME 2023
June 12 (1-11 weeks)
June 19 (1-10 weeks)
June 26 (1-9 weeks)
July 3 (1-8 weeks)
July 10 (1-7 weeks)
July 17 (1-6 weeks)
July 24 (1-5 weeks)
July 31 (1-4 weeks)
August 7 (1-3 weeks)
August 14 (1-2 weeks)
August 21 (1 week)

AUTUMN PROGRAMME 2023
October 16 (1-3 weeks)
October 23 (1-2 weeks)
October 30 (1 week)

WINTER PROGRAMME 2024
Januar y 2 (1-4 weeks)❶
January 8 (1-3 weeks)
January 15 (1-2 weeks)
January 22 (1 week)

❶ Week commencing January 2: 16 lessons/week. Monday January 1 is a public holiday.

Code	Accommodation type	Star rating	Price
Homestays			
A2	Standard Homestay: Single Bed and Breakfast	**	£178 / week
A3	Standard Homestay: Twin/Double Bed and Breakfast	**	£158 / week / person
A5	Standard Homestay: Single Half-Board	**	£246 / week
A6	Standard Homestay: Twin/Double Half-Board	**	£209 / week / person
A7	Premium Homestay: Single Bed and Breakfast	***	£220 / week
A8	Premium Homestay: Twin/Double Bed and Breakfast	***	£185 / week / person
A10	Premium Homestay: Single Half-Board	***	£287 / week
A11	Premium Homestay: Twin/Double Half-Board	***	£253 / week / person
A12	Premium Homestay: Private Bathroom Supplement	***	£52 per week / room
Studios and Apartments (prices are per studio / apartment)			
A410	Chelsea Cloisters: Studio (1-2 people), Self-Catering	****	January - April 30: £120 / night, from May 1: £142 / night
A411	Chelsea Cloisters: 1 bedroom Apartment (1-3 people), Self-Catering	****	January - April 30: £142 / night, from May 1: £175 / night
A412	Chelsea Cloisters: 2 bedroom Apartment (2- 4 people), Self-Catering	****	January - April 30: £208 / night, from May 1: £241 / night
A910	Citadines: Studio (1-2 people), Self-Catering	****	£183 / night
A912	Citadines: 1 Bedroom Apartment (1-4 people), Self-Catering	****	£264 / night
A293	Citadines (Trafalgar Square): 2 Bedroom Apartment (2-6 people), Self-Catering	****	£418 / night

Transfers (from/to)	Price / Single Transfer: 1-3 people travelling to same address	Price / Single Transfer: 4-7 people travelling to same address
Heathrow	£124	£150
Gatwick	£150	£192
Stansted/Luton	£160	£192
London City	£129	£160
London Railway Stations	£119	£150

These prices are subject to change. Double fares apply on public holidays and December 24- 31; January 1 2024

FAMILY PROGRAMME NOTES

Visa document courier £45

Optional medical, travel and course insurance £6.65/week
Book at: www.guard.me/francesking

Courses fees include
- placement test and assessment
- welcome pack
- school certificate
- some optional activities

Course fees do not include
- bank charges
- lunch
- travel and excursions
- some optional activities

Family Junior Day School - fees also include
- supervision 8.45-17.00
- projects, activities, excursions in afternoons
- any entrance charges

Class size
Junior Course - maximum 15
Adult Course - maximum 14

Timetable
1 lesson = 50m
10 lessons = 8h 20m
20 lessons = 16h 40m

Monday-Friday
9.00-13.00 Family Adult
9.00-12.50 Family Junior
9.00-17.00 Family Junior Day School
13.45-15.30 Family Adult Afternoon

Family Junior Day School
Monday-Friday
Family Junior 9.00-12.50
Lunchtime 13.00-14.00
Activities, excursions 14.00-17.00

Students must bring a packed lunch with drink every day and a travel card for Zone 1 & 2.

ACCOMMODATION NOTES

Homestay supplements
- Summer (24 June to 27 August): £20/week
- Special diets: £41/week/person

Arrival/departure
Accommodation is booked from Saturday to Saturday or Sunday to Sunday. Apartments, studios and hotels can be booked to start on other days.

Studio and apartment prices are for bookings of 7 days or more, 1-6 night prices on request.

Extra nights
Subject to availability at 1/7th of weekly fee.

Frances King Quality Ratings
** Standard
*** Premium
**** Deluxe

Homestay travel zone and times
Premium 15-45 minutes (zones 1-3)
Standard 30-45/50 minutes (zones 2, 3)

TRANSFER NOTES

Supplement for transfer 23.00-5.00
1-3 people: £15, 4-7 people: £28.

Waiting time
2 hours included. Extra time: 1-3 people £28 per 30 minutes, 4-7 people £44 per 30 minutes.

Arrival time
It is not always possible to arrive at accommodation before 7.00 or after 22.00. Please check with us before making travel arrangements.

Enrolment details, terms and conditions 2023

London Family Programme

ENROLMENT

You can book in the following ways:

1. Online at www.francesking.com
2. By email to london@francesking.com
   Download the Family Programme Enrolment Form from
   www.francesking.com/school-of-english-london/more-information/downloads
3. Visit our school
   77 Gloucester Road, London SW7 4SS
   Tel: 020 7870 6533
   - Take a test, pay a deposit and reserve a place on the next course
   - Please bring your passport/ID card with you to make a booking

PAYMENT

You must send payment with your enrolment. We can confirm your course or accommodation booking and send a letter of confirmation when you or your company have paid:

- Registration fee of £125 per family and a deposit per person of
  - £200 if you want to book a course
  - £500 if you want to book a course and accommodation
    - 21 days before your arrival you need to pay the balance of your course and accommodation fees
    - Deposits are non-refundable and non-transferable
- Payment in full, in the following cases:
  - If you are applying for a Student Visa
  - If you are booking less than 21 days before arrival
    - Documents for visa applications will not be issued unless students have paid course and accommodation fees in full

You can pay by:

- Credit Card (Visa or MasterCard). Please request our card authorisation form or pay on line at:
  - https://secure.francesking.com/payment/page010.aspx?city=LON
    It is safe to give your credit card details on our secure server.
- International Bank Transfer to our bank:

  Nat West Bank
  Business Education Ltd, trading as Frances King School of English, National Westminster Bank plc, Piccadilly, London W1A 2DG
  Bank sort code: 56 00 03
  Account number: 17054524
  IBAN BIC number (SWIFT): NWBKGB2L
  IBAN number:
  GB62 NWBK 5600 0317 0545 24

  - Frances King is not responsible for any bank transfer charges. Payment must be received in full– please instruct your bank to remit the full amount plus additional funds to cover ALL bank transfer charges.
  - You need to email a copy of the bank transfer with your Enrolment Form.
  - Please make certain that your name appears clearly on the bank transfer.
- Sterling cheque drawn on an British bank account

CONFIRMATION

When we receive your Enrolment Form and payment, we check the availability of your course and accommodation and send your confirmation documents by email or post within 3-4 working days. We can also send your documents by courier (DHL): £45/courier. We will contact you if the course or accommodation you want is not available and offer you an alternative.

If you would like us to arrange accommodation before your pre-entry visa is issued, you need to agree to our Accommodation Cancellation Policy, otherwise we will not arrange your accommodation until a visa has been issued.

If you want to book an airport transfer (either a single or return) you must email us your flight details and phone number. We will then confirm that we have booked this for you.

You must inform your homestay or other accommodation provider of your arrival time. If you do not do this, we cannot guarantee that your host/accommodation provider will be there to meet you.

INSURANCE

Before you arrive in the UK, you should take out insurance for your own financial and personal security. EU nationals should bring their European Health Insurance Card (EHIC) which allows you access to health care services.

- You can take out your own insurance or the International Student Policy offered by Guard.Me Insurance

For further details, please visit:

http://www.francesking.com/school-of-english-london/more-information/downloads

COURSE INFORMATION

Passport/ID card
All students are required to present their passport/ID card on their first day and the school will retain a copy.

Contact details
You are required to provide, and keep up-to-date, your contact details in London and next of kin contact details in your own country and any other changes of circumstance that would affect your visa.

Private lessons
Requests for a change to your timetable must be made 48 hours in advance (during office hours, 9.00-17.00, Monday- Friday).

Photography/videos
Sometimes Frances King or our representatives take photographs and videos during our courses which may be used for promotional purposes. Please advise us at the time of booking if you do not wish to appear in any promotional material. It is your responsibility to absent yourself when photographs are being taken or videos made.

Unless directed by your teacher, classes cannot be filmed or otherwise recorded without the permission, in writing, of a Director, Principal or Academic Director. Teachers may organise filming and recording to enhance your educational experience.

Public holidays
There is no reduction in course fees when a course includes a public holiday.

Travel to/from school
Students must be accompanied to and from the campus by an adult of 21 years or over (unless 14 or over with parent/guardian permission). Students should be dropped off at 8.45 and collected at 13.00 (morning class only) or 17.00 (day school).

Cost of activities
Family Junior/Adult - any entrance charges not included. See details in More Information/Downloads on our website for upcoming and current Activity Programmes.
Day School - entrance charges included.

CANCELLATION

a) Cancellation of group courses

Before arrival: if you want to cancel your booking before starting your course or before arrival in the UK , you must give notice in writing. We will refund all fees minus the Registration fee £125/family and the deposit: £200/person.

Before arrival when a student is refused a visa: if you want to cancel your booking before arrival in the country, you must send us a copy of your visa refusal letter issued by the respective Embassy/Consulate. We will refund all course fees less registration fee of £125/family.

After arrival: if you cancel or curtail your course after arrival in the country, there is no refund in any circumstances.

b) Cancellation of Private Lessons

- You must give 1 week's notice in writing. You may apply for a credit for the unused part of the course. This may be used as part- payment towards any Frances King course within 1 year.
- To postpone lessons you must give 48 hours' notice (during office hours 9.00 -17.00, Monday-Friday). All late cancellations are charged at the full rate.

c) Cancellation of bookings made at a distance

For course bookings made 'at distance' (e.g. via our website, telephone, email), you have the right to cancel, with a full refund of monies paid, without giving a reason, within 14 days (the Cancellation Period) of our confirmation. Cancellation must be made in writing by post or email within the Cancellation Period. We will not start providing services to you during the Cancellation Period unless you request us to do

so in writing. We will refund fees paid within 14 days of the date of your cancellation request. In the event that you have confirmed in writing that you wish us to start providing services within the Cancellation Period, we will deduct from the refund, a reasonable sum for the services provided, based on the proportion of the course undertaken.

d) Cancellation of accommodation

Before arrival: if you want to cancel your accommodation before arrival in the UK you must give notice in writing. We will refund all fees minus the Accommodation Deposit, £300/person unless the accommodation fees for the notice period exceed that amount. If so you will be charged £300/person plus the difference. This also applies to students whose accommodation has been confirmed by the school and have had their visa granted.

Before arrival when a student is refused a visa: if you want to cancel your booking before arrival in the country, you must send us a copy of your visa refusal letter issued by the respective Embassy/Consulate. All accommodation fees will be refunded less an administration charge of £125/family, provided the correct notice to cancel accommodation is given. If notice is insufficient you will be charged for the notice period. See notice period (below) to cancel accommodation.

After arrival: if you cancel or curtail your accommodation after arrival in UK, you will be charged a cancellation fee of £75. The notice period required varies according to your accommodation type. See Notice Period to cancel accommodation below. There is no refund for this period.

e) Non-arrival

In case of non-arrival on booked dates, when the school has not received notice of cancellation in advance, there will be no refund or credit of course or accommodation fees.

f) Refunds

Course and accommodation refunds may take up to 60 days to days to process. Refunds cannot be processed until the school has been paid in full for all services booked. Refunds will only be made to the person or organisation that paid in the first instance.

NOTICE PERIOD TO CANCEL ACCOMMODATION

Providers may vary notice periods during the year. If there is a change, we will inform you when you book. You must give notice as below, "the notice period", to cancel accommodation before arrival, otherwise you must pay for the period.

1 week's notice: Homestays

Citadines Studio & Apartments: 5 days' notice is required to cancel a stay of 7-29 days otherwise a cancellation fee of 4 nights will be charged. 10 days' notice is required to cancel a stay of 30+ nights, otherwise a cancellation fee of 10 nights will be charged.

Chelsea Cloisters Studios & Apartments: 7 days' notice is required to cancel, otherwise a fee of 2 nights is charged. No refund is given if a stay is shortened or cancelled after arrival.

ACCOMMODATION INFORMATION

In arranging accommodation Frances King will be acting as agent for the supplier, as principal or a sub-agent. The status of Frances King in relation to specific accommodation will be explained on request. Frances King is not responsible for payment of any tax claimed from students by UK or foreign authorities.

TRANSFER TERMS AND CONDITIONS

- Flight details and your mobile telephone number must be received in writing before 14.00 (UK time) on the Friday before arrival
- To cancel or change an airport transfer you must inform us in writing 12 hours before the flight arrival or departure time or you will be charged for the transfer
- For last minute changes or cancellations, please phone +44 (0) 7768 325 391
- A supplement of £15 will be charged for an airport transfer service between 23.00- 05.00. A supplement will also be charged for airport transfers on public holidays (and during the Christmas period) - please ask for prices
- Waiting time of 2 hours is included in the transfer price. If you do not contact the driver within 2 hours of the flight arrival time, the driver will leave the airport and any request for a further transfer will be charged at the full rate. Waiting time starts from the scheduled time of arrival, unless the flight is early.
- Please read your airport transfer confirmation documents carefully before departure as they include important baggage allowance and arrival information

COMPLAINTS AND CONDUCT

Complaints

Problems and complaints with courses, accommodation and other services should be brought to our attention immediately so that we can help.

Conduct

Frances King reserves the right to cancel a student's course and accommodation in the event of misconduct or unsatisfactory behaviour. Students will be responsible for all costs arising.

PERSONAL INFORMATION

We will keep your information in electronic and paper format. Details will be passed to airport transfer accommodation and other providers as needed. Information will also be passed to UK visa and immigration and other government authorities if required.

FORCE MAJEURE

Frances King School of English is not liable in the event of the school being unable to supply services to which it is contractually bound resulting from causes outside the school's control, such as, but not limited to, natural disasters, labour disputes, government action, pandemics and the like. Refunds will not be made in such circumstances.

For details of our other Programmes, please see our website or ask for a brochure.

BEG

Frances King School of English is a part of the Business Education Group, which also includes Quest Professional in London.

QuestProfessional
Training and Recruiting for Business

Providing school leavers and recent graduates with the skills employers are looking for.

www.questprofessional.co.uk

For more information please contact:

Frances King School of English
77 Gloucester Road
London SW7 4SS, United Kingdom
Email: london@francesking.com
Tel: +44 (0)20 7870 6533
www.francesking.com

Join us on social media

You can find interesting content on our social media platforms such as photos and videos of the school and activities organised, testimonials, special offers, English tips, assistance and a lot more.

Join and keep up-to-date with our latest news or share your experience with us.

We would love to welcome you to our community!

ACCREDITATIONS

Accredited by the BRITISH COUNCIL for the teaching of English in the UK

Frances King School of English - London is accredited by The British Council for the teaching of English as a Foreign Language.

MEMBERSHIPS

Quality English

Frances King is a member of Quality English, the organisation of leading independent English language schools.

IALC International Association of Language Centres

Frances King is also a member of IALC,the International Association of Language Centres.

ENGLISH UK

Frances King School of English - London is a member of English UK, the organisation of accredited teaching establishments.