



Call for Proposals

Intensive English-Language Course
in the UK for a Group of Argentinian
Wetlands Keepers and Park Rangers

August-September 2018



Call for Proposals

UK-based, 4-to-6 week intensive English-language course for a group of 15 Argentinian wetlands keepers and park rangers (25-45 years old - residential, *preferably* homestays) | CEFR: A1 (Beginners)

The British Council in Argentina is looking for a four-to-six-week British Council Accredited residential language course provider in the UK to provide an intensive English-language course (CEFR A1) during weekdays and a range of visits to protected natural sites during weekends for a group of Spanish-speaking wetlands keepers and park rangers from the north of Argentina wishing to learn English. Further details are included here below:

- **English-Language Course:** The students in the group have a very limited command of the English language so we are looking for a general-English course at a true-beginner level which at the same time will address basic ESP lexical needs related to the students' profession (e.g. *swamps, bogs, stagnant lakes, natural slough, courses of water, fresh water reservoirs, marshes, lagoons, pluvial-origin wetlands, fenlands*, etc.). If the general English lessons are to be shared with students from other countries, then the Argentinian students should have separate shorter ESP modules to address their specific professional lexical needs.
- **Weekend Excursions:** Proposals should include weekend visits to UK protected areas, natural reserves, wetlands, fenlands and/or national parks (for example, Tame Valley Wetlands, The Broads, Lincolnshire Marsh, or the Yorkshire Dales and Moors).
- **Length of Trip in the UK:** The supporting institution welcomes proposals via the British Council in Argentina for courses between four and six weeks in length (roughly within the months of August-September 2018, with some flexibility to extend before/after those months). There is also a bit of flexibility as to whether all 15 students should travel to the UK either together as a single group or as several smaller groups (although a single-batch trip for the entire 15-strong cohort is strongly preferred for logistical reasons as well as the specificity of the weekend activities).
- **Accommodation:** Due to the students' limited English-language proficiency, it is preferred that accommodation should be in homestays in order to maximise their opportunities for language exposure while in the UK.

Duration: Four to six weeks

Course Dates: Ideally in the August-September 2018 timeframe

Group Description:

- A group of up to 15 Spanish-speaking wetlands keepers and park rangers from the north of Argentina wishing to learn English (age range: 25-45).
- Potentially a Spanish-speaking British Council-appointed accompanying member during the first few days to ensure a safe and a smooth transition for the group into student life in the UK.

Accommodation:

The British Council in Argentina would recommend costing with regards to accommodation in homestays - preferably within walking distance from the language school premises. (If available, student residence could be an option as well). The Language School will arrange accommodation according to the details below:

1. For 15 students, ideally in homestay.
2. If quote includes student residences, it should specify costs for both individual and shared rooms.
3. Potentially quote accommodation for 1 accompanying group leaders, including transportation from/to London.
4. Meals: breakfast, lunch and dinner for all students and group leaders. Include **late night snacks** every night for duration of course.

Cultural Activities:

These are additional components of the course which will enable students learn more about the country, its people and culture. If the quote includes proposals for additional cultural activities, the latter should be planned ahead of time and have a learning objective, preferably linked to what students are seeing in the classroom. A detailed programme of activities and Institution Activity Leaders assigned will be requested if selected.

Proposal ToRs (Terms of Reference):

- Justification;
- General and specific objectives of course;
- Teaching methodology and course content;
- Additional components and/or features to the programme (e.g. use of new technologies to support the learning of English; range of sporting/cultural activities available);
- Assessment System (including final student report);
- Materials to be used;
- Initial and final placement test;
- Certification;
- Proposed breakdown of costs/budget;
- Child Protection Policies in place within the institution;
- Any other additional activities/services as a plus from the language school;
- **Desirable:** Variation of activities in different locations on or off-campus;
- **Contact details of dedicated person assigned to British Council group.**

The breakdown of costs/ budget should include:

- Tuition (course fees);
- Airport transfers from Heathrow Airport;
- Local transport if necessary;
- Accommodation;
- Meals (Breakfast, hot lunch, dinner & **evening snacks**);
- Placement test on arrival and departure using the same testing system;
- Course materials for each student;
- Final report of students' progress and certificates;
- Costs of sporting/cultural activities (entrance fees/hire of equipment etc.), excursions;
- International health and travel insurance.

ACTION REQUIRED

Proposals should be sent to sergio.mobilia@britishcouncil.org.ar by no later than Wednesday 13th June 2018. Subject line: “UK Proposal – Argentinian Wetlands Keepers & Park Rangers, 2018”

Proposals will be assessed according to compliance with the terms of reference above and breakdown of costs/budget. Only institutes shortlisted for consideration will be contacted for follow-up.

CONTACT PERSON

Sergio Mobilia

Education Services Senior Manager

British Council Argentina

British Council Child Protection Policy

The British Council creates international opportunities for the people of the UK and other countries and builds trust between them worldwide. We believe child protection requires everyone to take responsibility. We recognize that the care and welfare of children is paramount and that all children have the right to protection from all types of harm. The British Council recognizes that we have a fundamental duty of care towards all children we engage with, including a duty to protect them from abuse. We achieve this through compliance with UK child protection laws and relevant laws in each of the countries we operate in, as well as by adherence to the United Nations Convention on the Rights of the Child (UNCRC) 1989.

A child is defined in the British Council as anyone who has not reached their 18th birthday (UNCRC 1989) irrespective of the age of majority in the country where a child is, or their home country. This policy is mandatory for all British Council staff worldwide. This includes anyone who works for the British Council, either in a paid or unpaid, full or part time capacity. This includes directly employed staff, trustees, contractors, agency staff, consultants, volunteers, interns and anyone working on behalf of the British Council.

The British Council is committed to:

- Valuing, respecting and listening to children
- ensuring all necessary checks are made when recruiting staff
- maintaining strong child protection systems and procedures for staff
- training our staff and providing a common understanding of child protection issues to inform planning and practice
- sharing information about child protection and good practice with children and parents/careers
- sharing information about concerns with agencies who need to know, and involving parents and children appropriately
- providing effective management for staff through clear processes, supervision, and support.

- We will provide adequate and appropriate resources to implement this policy and will ensure it is communicated and understood. The British Council will review this global policy statement annually to reflect new legal and regulatory developments and ensure good practice.