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Call for Proposals

English-Language Course in the UK (for Colombian Young Learners)

2 weeks

October 2019

Call for Proposals

UK-based, 2 week English-language course for a group of 12 young learners (15-20 years old) from Colombia / CEFR: A1-B2

A partner of the British Council in Colombia is looking for a British Council Accredited language course provider in the UK to provide a 2-week course for a group of 12 young learners about to graduate high school from Colombia. The group will be joined by a Colombian high school English teacher who should have a parallel programme.

Our partner has a preference to locate the group in a small city. The course should be a combination of classes in the morning, a range of social and cultural activities in the afternoons, with cultural excursions on the weekends. The classes could be in a close group or integrated with students from multiple countries. The English teacher should enrol in an advanced course separate from the young students.

The call is open to all institutions who can comply with the requirements set below.

I. Duration: 2 weeks

II. Course Dates: October 7th to 18th 2019, arriving in the UK on October 6th and departing October 19th.

III. Group Description:

- Based on a group of 12 young Colombian students, with different levels of English (A1-B2) from public schools, in their senior year of high school, wishing to improve their general English skills and explore opportunities available for post-secondary education.
- Age range: 15-20
- 2 accompanying adults should be included in the quote
 - 1 British Council staff member who will be overseeing the group during the two weeks. This person will not be joining the course.
 - 1 Colombian High School English Teacher: the teacher should enrol in a different specialised course such as English Methodology, or other more advanced courses available at the institution.

IV. Course description:

- Approx. 15 hours a week, general English for the young students. The same hour intensity should apply for the school teacher.
- Afternoon lesson: Visits to places of historic and cultural interest to broaden the students' knowledge of the UK whilst giving them first-hand experience of modern as well as historic ways of British life. The afternoon activities should complement the language areas and themes presented in the classroom morning lessons to provide for a full language experience.

a. Class organisation and general aspects

- Open or closed group
- Students will always need to be guaranteed internet access while at the institution premises and residence/homestay.
- Students will need to be guaranteed a private study space at home and at the institution.

Cultural Activities (afternoons and weekends)

These are additional components of the course which will enable students to 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 learning in the classroom. Activities around British culture and tertiary education (i.e. visits to TVET colleges, university campuses and others) are highly recommended.

Two full day cultural activities should be scheduled for Saturday 12 October and Sunday 13 October.

A detailed programme of activities and Institution Activity Leaders assigned will be requested if selected.

V. Accommodation:

The Language School will arrange accommodation according to the details below:

- For 12 students in individual school residence (first preference) or homestay (second preference)

- Quote for accommodation for the accompanying British Council staff and teacher, including transportation from/to nearest airport if institution is located in a different city.
- Meals: breakfast, lunch and dinner for all students and accompanying adults - lunch can be provided at the institution if institution supplies vouchers or stipend.

VI. Budget

The budget should include the items listed below.

- **Course fees including registration fee**
- **Placement test on arrival and exit**
- **Final certification**
- **Course materials**
- **Accommodation**
- **Weekly lunch vouchers**
- **Bus/travel passes for local transportation** – private local transportation (first preference) public local transportation (second preference)
- **Transfers** directly from nearest airport to homestay (roundtrip)
- **Cultural activities**
- **Cultural immersion activities**

VII. Selection criteria

All proposals deemed to comply with the above requirements will be reviewed by the British Council, who will shortlist three proposals to be reviewed by our partner. Final selection will be made by the partner.

ACTION REQUIRED

Proposals should be sent to Jessica Swann jessica.swann@britishcouncil.org and Pia Reategui pia.reategui@britishcouncil.org by no later than Friday, 02 August 2019 using the submission template enclosed. Subject line: “Proposal – General English for Colombian Young Learners, 2020”.

Proposals will be assessed according to compliance with the terms of reference above and breakdown of costs/budget. Institutions which are not contacted by 9 August 2019, will have

not been shortlisted. Once a winning bid is confirmed we will announce the results through Newswire.

CONTACT PERSON

Pia Reategui,

Project Coordinator Higher Education- Americas

British Council Perú

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.