



Call for Proposals

**Intensive General English-Language
Course plus ESP Management and
Innovation components in the UK
for a Group of Peruvian
Undergraduate University Students**

July 2019 (15/07-26/07)

Call for Proposals

UK-based, 2- week intensive English-language course for a group of 20 to 30 Peruvian university students (18/25) years old - *preferably* homestays) | **CEFR: Ranging from B2 upwards**

A client of the British Council in Peru is looking for a **University** in the UK to provide an intensive two-week general English-language course (CEFR B2), which is to be complemented by a content-based ESP programme with focus on Management and Innovation. If you're not a University, at least 50% of your proposal will need to be affiliated with a University as the Peruvian University looks to award credits to their students for their time in the UK.

In the afternoons we would like proposals to include classes of English for specific purposes in the area of management and innovation and a programme of activities and visits related to the above indicated field (for example, lectures or department visits, or visits to sites in the UK relating to management and innovation). This leading Peruvian university wants their students to enhance their English language skills, immerse themselves in a UK Higher Education environment and experience British everyday life with the purpose of enhancing intercultural skills.

Further details are included here below:

Course details:

- **General English-Language Course and ESP component:** Majority of students in the group have attained a CEFR B2 level, though they may lack the necessary confidence and practice to perform their productive skills as desired, so we would like proposals to include placement level testing, and the ability to offer students a course that suits their interest and places emphasis on the development of their productive skills. This general English-Language course should be complemented with sessions of English for specific purposes (in this instance, Business Management, Public Management, Social Management), aimed at building on their professional content and lexical needs. The ideal split the client is looking for is approximately:

- 40% of hours per week of General English
- 30% of hours per week of ESP
- 30% of hours of activities relating to management and innovation (such as visits, lectures, workshops, etc.).

Visit plan: Proposals should include visits to UK sites or institutions that are of special importance in the professional field that students are pursuing (in this instance, Management and Innovation).

Provider requirements: Our client is ideally looking for proposals from a UK University.

Duration: Two weeks

Course Dates: During July 2019 (starting July 15th)

Group Description:

- A group of up to 20 to 30 Spanish-speaking undergraduate students from a University School of Management in Peru. Students come from a range of disciplines:
 - Business Management
 - Public Management
 - Social Management
- The students are wishing to improve their productive communicative skills (speaking and writing) and develop their ability to perform in content based learning experiences related to their field (School of Management)
- Age range: 18-25
- Two chaperones will accompany the group.
- There is flexibility as to whether 20 to 30 students will travel to the UK - if a price difference occurs (per student) for these different group sizes, please state this in your proposal.

Accommodation:

The preference for accommodation is in homestays - preferably within walking distance from university premises. (If available, student residence could be an option as well).

1. For 20-30 students, ideally in homestay.

2. If quote includes student residences, it should specify costs for both individual and shared rooms.
3. Accommodation for every accompanying group leader/chaperone.
4. Meals: breakfast, lunch and dinner for all students and group leaders. Include **late night snacks** every night for duration of course.
5. Please include transportation to and from the airport in your quotes.

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;
- 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

Please complete the attached template and send in a single PDF to Katie McColl katie.mccoll@britishcouncil.org by no later than Wednesday 30th of January 2019.

Subject line: “UK Proposal – Group of Peruvian Management and Innovation University Students ”

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

Katie McColl

Project Coordinator Higher Education

British Council Americas

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.