



Welcome to Eurospeak!

We hope you have a really enjoyable time in Reading, and that you have many memories to take back with you. Reading is an exciting place to be, and there are lots of things to do. We hope you have a safe time with us this summer, and have prepared the following guide to make sure that your time at Eurospeak and in Reading is one of the happiest.

Student Rules

Reading is a fun place to be, and there are lots of exciting activities to do! We hope you really enjoy your time here, and that you will be back again! Please remember the following 'golden rules' to help us not to worry about you when you are having fun! 😊

1. Phone Eurospeak if you know you are going to be late to school (0118 958 9599) and always phone your guardian/parents if you know you are going to be late home.
 2. Keep mobile phones fully charged and turned on. Always make it easy for your parents or guardian to call you.
 3. If you go out somewhere, travel with friends where you can, and always let your parents/guardian know where you are going and what time you expect to arrive back.
 4. Whenever you leave the school building let your teacher and our admin/reception team know where you are going, and what time you expect to be back.
 5. If you are using a taxi, always dial the company, and don't just catch a taxi from the side of the road. Let your parents or guardian know where you are getting the taxi from and to, and what time you expect to be back.
 6. If using a bus after dark, travel in the front of the bus, near the driver and arrange for someone to meet you at the stop.
 7. Avoid Oxford Road, Whitley Wood and Cemetery Junction areas after 7pm
 8. Have fun and look out for your friends!
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Information for Guardians

We are keen to make school a really fun experience for all students, so we are really interested in their safety. For this reason, we take responsibility of the student's safety while they are with the school, and hope that you'll help us. If a student is late for class, we will telephone them to make sure that they are okay, and will telephone you to confirm that they are okay. Below is some information we need about you and them. Please also telephone us if they are late getting home by one hour.

Our phone number is 0118 959 9599.

How to Contact Us

We will be available 24 hours, seven days a week for any emergency. You can contact Gaurav Vahi, our Principal and Safeguarding Officer.

At school, students can talk to Gaurav, Ivana Chladna or Andrew Stapleton with any questions or worries. Andrew and Gaurav are also our designated first aiders, so are the people to go to with any health questions.

If you need to contact a doctor, please telephone 111.

For all emergencies please call 999, the school's emergency number is 07931805819.



Eurospeak Contacts

<p>Gaurav Vahi <i>Designated Safeguarding Officer</i> <i>Safeguarding Officer Level 3</i> <i>First Aid Officer</i></p> <p>gaurav.vahi@eurospeak.org.uk 0793 180 5819</p>	<p>Andrew Stapleton <i>Safeguarding Officer Level 2</i> <i>First Aid Officer</i></p> <p>international@eurospeak.org.uk 0118 958 9599</p>	<p>Ivana Chladna <i>Safeguarding Officer Level 1</i></p> <p>info@eurospeak.org.uk 0118 958 9599</p>
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We hope you have a very happy and healthy summer!

The Eurospeak Team

Your Contact Details

Guardians/Parents

Name: _____

Telephone number: _____ (24 hours)

Address (in the UK): _____

Relationship to the student

Student

Name: _____

Date of birth: _____

Nationality: _____

Any known disabilities: _____

Mobile phone number: _____

(Student must always leave mobile on when not with local guardian)

Address in the UK: _____

Pick up and Drop arrangements to and from the school: