



EAST FINCHLEY SCHOOL of ENGLISH

Committed to Excellence since 1988

Our mission is to provide excellence in teaching in a friendly, supportive and stimulating environment at affordable prices.

We look forward to welcoming you to our school.



General Information

Term Dates 2007/8

| | | |
|------------------|---------------------|--|
| Autumn 2007 | 17.09.07 - 07.12.07 | The school will be closed on public holidays and there are no refunds or discounts for classes missed on these days. |
| Spring 2008 | 07.01.08 - 28.03.08 | |
| Summer 2008 | 07.04.08 - 27.06.08 | |
| Summer Programme | 07.07.08 - 15.08.08 | |

Class Times

| | | |
|-----------|---------------|--------------------------|
| Morning | 09:15 - 12:15 | Includes 15 minute break |
| Afternoon | 13:00 - 15:00 | Includes 10 minute break |
| Evening | 18.30 - 21:30 | Includes 15 minute break |

Maximum Class Sizes

| | |
|-----------------|-------------|
| General English | 14 students |
| Workshops | 6 students |

Minimum Age

| | |
|------------------|----------|
| Normal Term | 16 years |
| Summer Programme | 14 years |

Key Figures

| | |
|--|--------------------------|
| Number of classrooms: | 5 |
| Number of Teachers: | 4 full-time, 3 part-time |
| Average number of students per term | 150 |
| Average age range of students: | 18 - 26 |
| Average number of nationalities per term | 35 |

Address:

Southern House
1 a Bedford Road
East Finchley
London
N2 9DB
England

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E: info@efse.co.uk

Contacts

Principal / Director Fandy Pratt
Director of Studies Karen Harris

2007

| September | | | | | | |
|-----------|----|----|----|----|----|----|
| M | T | W | T | F | Sa | Su |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

October

| M | T | W | T | F | Sa | Su |
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| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

November

| M | T | W | T | F | Sa | Su |
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| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

December

| M | T | W | T | F | Sa | Su |
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| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

2008

| January | | | | | | |
|---------|----|----|----|----|----|----|
| M | T | W | T | F | Sa | Su |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| February | | | | | | |
|----------|----|----|----|----|----|----|
| M | T | W | T | F | Sa | Su |
| | | | | 1 | 2 | 3 |
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| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | | |

| March | | | | | | |
|-------|----|----|----|----|----|----|
| M | T | W | T | F | Sa | Su |
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| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| April | | | | | | |
|-------|----|----|----|----|----|----|
| M | T | W | T | F | Sa | Su |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| May | | | | | | |
|-----|----|----|----|----|----|----|
| M | T | W | T | F | Sa | Su |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| June | | | | | | |
|------|----|----|----|----|----|----|
| M | T | W | T | F | Sa | Su |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

Autumn Term

Spring Term

Summer Term

Public Holidays

About the School

Background

The School was established in 1988 and has an established reputation for offering excellent teaching in a friendly and stimulating environment at affordable prices. The School is registered with the Home Office and is on the DfES Register of Providers.

EFSE is a small school, providing a warm and friendly atmosphere for students. EFSE is committed to meeting the needs of its students from time of their enrolment through to completion of studies and beyond. Encouragement and assistance is offered to students to take the skills acquired at EFSE into further education and employment.

EFSE is ideally situated, being located in a pleasant residential area in north London that enjoys a village atmosphere but with all the day-to-day amenities that students could want. It is less than 20 minutes from the centre of London by tube.

Five reasons to choose EFSE:

1. Small Class sizes

Our classes are small and friendly, with an average of 8 students per class and a maximum of 14 (or 6 for our afternoon workshops). This ensures each student can receive individual attention to progress their English skills.

2. Flexible Study options

EFSE offers both part-time and full-time study options for students with morning, afternoon and evening classes. Students can enrol at any time for any number of weeks. All students receive the same individual attention.

3. Diverse Student Profile

The student profile is very diverse with the small size of the school meaning students can make new friends easily from all around the world. Last year, there were more than 50 different nationalities represented in the School with the largest nationality representing around 15% of students.

4. Excellence in teaching

All our teachers have professional teaching qualifications, an enthusiasm for teaching and are committed to ensuring that their students learn all the skills they need, and to teaching the language in an interesting and stimulating way.

Our academic team is approachable and accessible, with considerable experience in understanding and appreciating the needs of students.

5. Experienced support team

All members of the EFSE staff team are well trained and experienced in helping students with their academic and personal needs to ensure their time at the school and stay in the UK is as enjoyable as possible. The team can be called upon by students with confidence in times of need.



Karen Harris
Director of Studies

"We would like to welcome all students to the East Finchley School of English. I have worked at the school for four years and was recently appointed the Director of Studies. The School is proud of its reputation for providing excellent teaching and supporting the needs of students, both personal and academic"

August 2007

Courses

EFSE offers general English courses at six different levels set within the Common European Framework for language ability and assessment.

Our classes cover all skills of language: reading, writing, listening, speaking, grammar, vocabulary, oral and written comprehension, as well as pronunciation and phonetics, letter writing, idioms and colloquialisms.

The key objective of all our courses is for students to achieve an overall improvement in their communicative ability in English language, whether they stay one week or one year. We aim to develop, in each student, their talent, insight and understanding of the language.

Our students are assessed on a continuous basis and moved to a higher class as soon as this becomes relevant, as opposed to being tied to a one class for the entire length of their course or term.

EFSE has courses to meet the needs of all students. The following options are offered:

General English classes:

- General English classes cover all aspects of the language with each course providing students with the necessary skills to take examinations appropriate for that level.
- Students can choose to study either part-time (6 - 12 hours of study per week) or full-time (15 hours). Students on a visa must study at least 15 hours per week (during the daytime).
- Students can enrol for any number of weeks, part-time or full-time, although it suggested they enrol for at least one term to maximise their progress

Classes are held in the morning (09:15 - 12:15) or evening (18:30 - 21:30), Monday to Friday. Each lesson lasts 3 hours including a 15 minute coffee break.

| Language Levels and Examinations | | | | | |
|----------------------------------|--------------------|---------------------------|--------------|-----------|-----------|
| Level | Description | Common European Framework | ALTE | Cambridge | IELTS |
| 1 | Elementary | A1 | Breakthrough | | |
| 2 | Pre-Intermediate | A2 | Level 1 | KET | 3.0 |
| 3 | Intermediate | B1 | Level 2 | PET | 3.5 - 4.5 |
| 4 | Upper Intermediate | B2 | Level 3 | FCE | 5.0 - 6.0 |
| 5 | Advanced | C1 | Level 4 | CAE | 6.5 - 7.0 |
| 6 | Proficiency | C2 | Level 5 | CPE | 7.5 + |

Skills Workshops:

The skills workshops offer more intense study on a particular aspect. Each workshop is 2 hours (13:00 - 15:00) with no more than 6 students per class to maximise the learning experience. Workshops for 2007/8 are:

- Writing and Grammar (Mon)
- Conversation and Pronunciation (Tues)
- Cambridge Exam Preparation (Wed)
- IELTS Preparation (Thu)

Students can take the workshops on their own or combined with a General English course.

Individual & Mini Group Lessons:

The School also offers individual lessons to those students wanting a more intense study option tailored to their needs. These lessons can be arranged at a location and time convenient for the student including Saturday or Sunday.

For families or small groups of friends, the school can arrange mini group lessons (maximum 3 students), which have the intensity of individual lessons but can be a more affordable solution. Please contact the school for more details.

Teaching

Teachers are the most important asset of any school. At EFSE, we have a team of professionally qualified and highly experienced teachers, who are not only excellent at teaching but are enthusiastic about their work and understand and appreciate the needs of students.

Grammar and production in class are very much part of our teaching as they speed up learning and enable the student to speak correctly and thus with confidence. Vocabulary is taught in a cultural and historical context to facilitate deeper understanding of the language and its idiosyncrasies.



Student Placement

Each student enrolling on an EFSE course will be required to take a placement test to determine the most appropriate class for their language level. This test also identifies specific needs that can be focused on by the teacher.

Syllabus and Objectives

Each of our courses follows a specially designed syllabus aimed at ensuring students have the skills appropriate for mastery of the level.

The objectives of the course are aligned with the "can do" matrix developed as part of the Common European Framework to equip students with the necessary all round skills to take examinations at the level.

Materials

Each course uses a core text book supplemented with additional individual topic material and listening aids.



Continuous Monitoring

The progress of all students is monitored continuously by teachers and discussed with the Director of Studies to ensure all students receive the correct level of instruction.

Depending on their progress, students can be transferred to a different level at any stage of their course.

Each course includes regular testing of student ability and homework is set by the teacher after each class. Students are expected to complete the homework as it is important for their development.

Exam Preparation

Our courses are designed to equip students with the necessary skills to sit for exams appropriate to the level of their course. All students are encouraged to discuss their readiness for an exam with their teacher and the Director of Studies.

For students wanting more intense exam practise and development of exam technique, the school offers afternoon workshops on Wednesdays and Thursdays for Cambridge (FCE, CAE and CPE) and IELTS exams.



Social Programme

The School offers a diverse programme of events and activities that allow students to fully appreciate local culture, to meet other students, make friends and provide opportunities to use the English they learn in the school in a range of social contexts.

Social activities are advertised on all noticeboards within the school and are also announced at the regular Friday morning communal break, which brings together students studying in the school's two locations.

We arrange visits to the theatre, musicals, art galleries, museums and any other places that may be of interest including local pubs. The social programme also includes excursions to places outside of London rich in British history and culture such as the world famous academic cities of Oxford and Cambridge, the UNESCO World Heritage site, Bath, and Stratford-upon-Avon, the birthplace of William Shakespeare.

Other well-established events in the EFSE calendar are the end of term parties, at which students are invited to bring food from their countries. There is also a "Freshers' Party" held in September to mark the start of the academic year when most of our new students arrive at the School.

The cost of social activities is not included within tuition fees. Any costs will clearly be shown on the promotional material for the event.

Communal Breaks

Each lesson of study includes a 10 or 15 minute break for students to enjoy a coffee or to relax. This provides an ideal opportunity for students to meet other students and make friends.

The breaks for all classes are taken at the same time to ensure students are able to mix with colleagues from other classes.

Examples of recent social events

- Pantomime
- Weekend in Edinburgh
- Oxford
- Bath
- Musical - "Phantom of the Opera"

Regular Events

- End of term parties
- Karaoke evening
- Ten pin bowling
- Pool evening
- Friday morning Communal Break



Accommodation

EFSE recognises the importance of the living environment to the student to the overall enjoyment of their studies and stay in London.

The School offers to arrange homestay accommodation for all students enrolled on an EFSE course. A homestay is where the student lives in a private home with English speaking hosts. It provides an excellent opportunity to experience the British culture and for the student to practise their English.

Students can choose from the following boarding options:

- Bed only
- Bed and Breakfast
- Bed, Breakfast and Evening Meal

Whichever option a student chooses, the host provider will treat the student as "one of the family" during their stay.



All host providers are inspected by the School on a regular basis and most of our host families have been offering accommodation to our students for many years. Most of our homestay providers are located within walking distance of the school or a short 10 - 15 minute bus or tube ride.

Students requiring accommodation should read the "Booking Arrangements" box on the right. It is advisable during the peak summer months (June - August) that students book accommodation at least two months in advance.

Homestay Facilities

All our Homestay providers are carefully selected by the school to ensure availability of basic requirements and needs for students. These include:

- a proper state of cleanliness and repair and adequate lighting and heating
- a sufficiently spacious bedroom with natural light, equipped with an adequately sized bed and hanging and drawer space or clothes
- a table for private study
- sufficient washing facilities with access to a bathroom with baths or showers available daily
- a laundry service or clearly explained laundry arrangements



Booking Arrangements:

- Students requiring accommodation will need to complete an "Accommodation Form", which is available from the EFSE website or direct from the school.
- A non-refundable accommodation arrangement fee of £50 is payable by all students for whom the school has arranged accommodation.
- To secure accommodation a non-refundable deposit of two weeks' rent is required from the student. This should be paid to the school by cash, cheque or bank transfer in Sterling.
- A "Premium" boarding option is available for those students requiring private bathroom facilities. Other requirements (e.g. Internet access) should be advised to the school.

Location

The School is situated in the very pleasant and safe residential area of East Finchley in north London. The location is ideal. It is within close proximity to the attractions of central London but offers a quieter, village atmosphere with all the amenities needed on a day-to-day basis including:

- Public library
- Swimming pool
- Restaurants
- Cafes (including Internet cafe)
- Supermarkets
- Banks
- Pubs
- Cinema
- Fitness centre (gym)

The area is well served by public transport (Zone 3) being just a five-minute walk from East Finchley underground (tube) station on the Northern Line and on the 102, 143, 234 and 263 bus routes. From here it is just 20 minutes to Central London

Local Attractions

The School is located to close to some of the most attractive and fashionable areas of London including the Hampstead, Highgate and Muswell Hill. These areas offer a host of trendy bars, restaurants, coffee shops and delicatessens.

Historical local attractions include Kenwood House, a splendid neo-classical mansion dating back to 1764 with beautiful landscaped gardens that make a wonderful place to relax. Nearby is Highgate Cemetery where, amongst others, Karl Marx, George Eliot and Michael Faraday are buried.

For those students interested in the outdoor life, a visit to Hampstead Heath (15 minutes by bus from the School) is highly recommended. It is one of the largest expanses of grass and woodland in London offering a variety of walks and exercise opportunities. From the top of Parliament Hill there are great views over London.



Fees

General English (Maximum 14 students)

| Weeks | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 24 | 36 |
|----------|-----|------|------|------|------|------|------|------|------|------|------|------|--------|--------|
| 6 hours | £36 | £72 | £108 | £132 | £143 | £171 | £200 | £228 | £243 | £270 | £297 | £324 | | |
| 9 hours | £54 | £108 | £149 | £180 | £195 | £233 | £272 | £312 | £324 | £360 | £396 | £432 | | |
| 12 hours | £66 | £132 | £180 | £228 | £240 | £288 | £336 | £384 | £396 | £440 | £484 | £528 | | |
| 15 hours | £75 | £150 | £214 | £260 | £275 | £330 | £385 | £440 | £450 | £500 | £550 | £590 | £1,080 | £1,500 |

Workshops (Maximum 6 students)

| Weeks | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
|----------|-----|------|------|------|------|------|------|------|------|------|------|------|
| 2 hours | £15 | £30 | £45 | £60 | £75 | £84 | £91 | £104 | £117 | £130 | £143 | £156 |
| 4 hours | £30 | £60 | £90 | £120 | £150 | £168 | £182 | £208 | £234 | £260 | £286 | £312 |
| 6 hours | £45 | £90 | £135 | £180 | £225 | £252 | £273 | £312 | £351 | £390 | £429 | £468 |
| 8 hours | £60 | £120 | £180 | £240 | £300 | £336 | £364 | £416 | £468 | £520 | £572 | £624 |
| 10 hours | £75 | £150 | £225 | £300 | £375 | £420 | £455 | £520 | £585 | £650 | £715 | £780 |

| | | |
|---------------------|------------------|--------------|
| Individual lessons: | General English | £20 per hour |
| | Business English | £25 per hour |

Registration Fee:

All students enrolling on a course are required to pay a non-refundable registration fee of £20.

Book:

All students are required to purchase the core textbook for their course. The cost of the book is £20

Exam Entrance Fees:

Exam entrance fees are not included in tuition fees. Entrance fees vary depending on the examination type and level but typical cost is between £50 and £100.

The above prices are valid until 30.06.2008

Accommodation Fees:

Boarding Options:

Standard

- Bed only : £95 per week
- Bed & Breakfast: £105 per week
- Bed, Breakfast & Evening Meal: £125 per week

Premium (En-suite)

- Bed only: £110 per week
- Bed & Breakfast: £120 per week
- Bed, Breakfast & Evening Meal: £140 per week

An accommodation arrangement fee of £50 is payable by all students for whom the School has arranged accommodation. This is non-refundable.

All accommodation is subject to availability. In the summer in particular, we ask students to give a second choice.

Accommodation is arranged for students only for the period they are studying at the School.

Please note that accommodation for smokers is very limited and smokers, generally, need to smoke outside.



EAST FINCHLEY
SCHOOL of ENGLISH