



# ATC Language Schools Maynooth University Information Guide 2024



June 29th to July 30th 2024  
Standard Residential Accommodation

Groups & Individuals  
Age: 11-17 years

*Study English with ATC in Ireland's only university town. Enjoy walking through the beautiful gardens and wooded areas of the old campus and experience the modern, high-tech and futuristic feel of the new campus as you develop your language skills this summer.*

## Two Week Programme Includes

- Full board accommodation in single and twin ensuite rooms in 5 and 6 bed apartments with shared living area
- 15 hours of English language tuition per week
- 3 hours of Next Generation Programme per week for students aged 15 and over  
OR
- 3 hours of Conversation Club per week for students aged under 15 years
- Students will receive a graded certificate and end of course report on their last day of lessons. ATC Junior Online platform and app (Gelly) throughout stay and for 12 weeks after departure
- Social programme including:
  - The ABC's of Vlogging & Through the Lens: Photography Workshop
  - STEAM workshops
  - Sports on campus
  - Comprehensive evening activity programme
- 2 full day trips by private coach with entrance and ATC staff
- 2 half day trips by private coach with entrance and ATC staff
- 1 half day walking orientation tour of Maynooth village with ATC staff
- 2 shuttles with ATC staff for a free full day in Greater Dublin area

## Address

ATC Language Schools  
C/o Maynooth University  
Maynooth  
Co. Kildare  
Ireland

## Contact Details

T: +353 1 2845512  
E: [info@atcireland.ie](mailto:info@atcireland.ie)



Maynooth is a university town in County Kildare, dating back to 1795. The campus is extensive and caters for over 8,400 students during the academic year. The unique blend of the old campus with the technologically advanced facilities of the new campus is the perfect setting for international language students. All the attractions of Dublin city are within easy reach and the town is serviced by frequent bus and rail connections. There is also much to see and enjoy in the student town of Maynooth.

### **TRAVEL TIME FROM AIRPORT:**

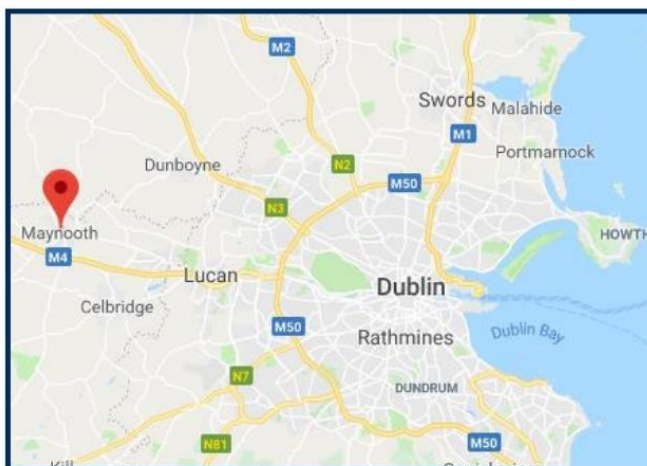
Maynooth is situated 24km west of Dublin. The journey time is just 40 minutes from Dublin Airport.

### **AIRPORT TRANSFER:**

If you booked an airport transfer, you will see an ATC representative waiting with an ATC Language Schools sign in the arrivals hall. You will see your first and last name or agency's name. If you are unable to locate an ATC representative or are delayed in baggage claim, please call the number provided in your airport transfer confirmation document.

### **ARRIVAL PROCEDURES FOR STUDENTS:**

If you are living on campus, you will be required to check in when you arrive at Maynooth University. An ATC member of staff will be there to assist you. You will be required to complete some paperwork and provide the security deposit before you receive your room key.



### BOARD STATUS:

All students staying on campus are on a full board basis. Students will have breakfast, lunch and dinner on campus. Students will receive a packed lunch on Mondays when they are on their full day tour and on Sundays.

### TYPE OF ROOM:

The rooms are single or twin with private ensuite bathroom, in up to 6 bedded apartments with a shared common area.

### WHAT TO EXPECT FROM THE ACCOMMODATION:

Accommodation is provided in modern apartments on campus. Each apartment comprises of a fully fitted kitchen, dining area and comfortably furnished lounge.

### ROOMS INCLUDE:

- Bed
- Wardrobe
- Linen & towels
- Side locker

### LINEN & TOWELS:

Linen and towels are provided by the university. During residency, towels and bed linen will be replaced once per week.

### CLEANING:

Bedrooms, bathrooms, kitchen and living rooms will be cleaned weekly. Bins will be emptied and rubbish will be removed by the cleaning staff daily. Rooms will be fully serviced between residencies.

### LAUNDRY:

There is a private self-service launderette available for students use at Maynooth University. The machines take coins for payment, washing powder can be purchased locally or students may bring their own. A typical wash and dry costs approximately €7.

### KEYS:

Electronic key cards will be provided to each student. Lost key cards can be replaced by Maynooth University staff at a cost of approximately €10 each.

### ACCOMMODATION RULES:

At Maynooth our primary concern is for the safety and comfort of all our residents and staff. The following list of rules outlines the necessary requirements.

- Each resident has a duty to behave in a responsible manner.
- Students must keep their room clean and tidy.
- Students who are not staying in the accommodation are not allowed to stay in the rooms.
- Students are responsible for any damage /breakages caused to college / accommodation property.
- Due to the nature of shared accommodation, residents who are in the company of others who behave badly may be seen as partly responsible and disciplined accordingly. Likewise, residents that do not admit to their part in a particular issue may cause their flat-mates to receive disciplinary action unfairly.
- RESPECT: at all times residents are asked to behave in a way that is respectful and not to cause any disturbance to their fellow residents, campus staff, and campus students.
- Any resident who has lost / misplaced key cards to their apartment can contact security by using the intercom buzzer at the main gate or in the accommodation archways. Students must show photo ID to gain access and show their key card to security once in the apartment. Security deal with many priorities during their duties so they may take at least 15 minutes to arrive.



### SECURITY:

There are 24 hour security guards monitoring the campus, dealing with security related matters and responding to fire alarm activations. Students may be asked to identify themselves and respond to directions relating to safety and security.

### LOCATION:

Lessons will take place on the campus of Maynooth University.

### COURSE:

Students' first lesson will take place the day after arrival, unless the first full day is at the weekend or scheduled as a full day excursion. Students will have 30 hours of General English over a standard two week programme, even in the case of mid-week arrivals.

### PLACEMENT TEST:

Students will take a level test on their first day of classes. Students are classed according to their age and CEFR English language level.

### EDUCATION FRAMEWORK:

Lessons are delivered using the communicative approach and provide an interactive and engaging learning experience for all students. Lessons have been developed using the Common European Framework of Reference for Languages, CEFR. Lessons are task based and ensure student centered learning. Classes are offered with levels from A1 (Elementary) to C1 (Advanced).

### MAXIMUM PER CLASS:

There will be a maximum of 15 students per class, however, usually there are approximately 13 students per class. Classes are held in comfortable, modern and spacious classrooms in the University.

### EDUCATIONAL MATERIAL:

Students should bring their own notebooks and pens. An ATC Learning Journal will be made available to students. Students will receive a graded certificate and end of course report on their last day of lessons.

### WHAT TO EXPECT DURING A STANDARD TWO WEEK PROGRAMME:

The course is designed to develop students' English language skills by integrating the key areas of reading, writing, speaking and listening. Lessons are designed specifically for different age groups. Teachers will design lessons based on the interests of the students and each lesson will have a particular focus on communication skills. Students take regular tests in order for teachers to monitor progress and ensure students are learning during lessons.



### ATTENDANCE:

Attendance at Maynooth University is compulsory; students are expected to attend all classes unless there is a justified reason for absence. Students must attend all lessons and organised activities in order to be presented with their end of course certificate.

### AFTERNOON WORKSHOPS, SEMINARS AND ACTIVITIES:

Students will also take part in a wide variety of workshops, seminars and activities after their General English lessons. Topics include Photography, Vlogging, sports on campus and much more.



## BOARD STATUS:

All students staying on campus are on a full board basis. Students will have breakfast, lunch and dinner on campus. Students will receive a packed lunch on Mondays when they are on their full day tour and on Sundays.

## DIETARY REQUIREMENTS:

If students have specific dietary requirements, ATC Language Schools must be informed at the time of booking in order to cater for these needs.

## MEAL TIMES (APPROXIMATELY):

Breakfast: 07:00-09:00

Lunch: 12:00-14:00

Dinner: 17:00-19:00

## SAMPLE MENU:

Breakfast	Lunch	Dinner
<ul style="list-style-type: none"> <li>• Selection of cereals</li> <li>• Selection of 2 pastries</li> <li>• Piece of fresh fruit</li> <li>• Individual yoghurt</li> <li>• Selection of 2 fruit juices</li> <li>• Freshly brewed tea or coffee</li> </ul>	<ul style="list-style-type: none"> <li>• Choice of hot main courses</li> <li>• Daily hot vegetables</li> <li>• Mash potatoes, chips, pasta or rice</li> <li>• Side salad (choice of 3 different salads)</li> </ul>	<ul style="list-style-type: none"> <li>• Choice of hot main courses</li> <li>• Daily hot vegetables</li> <li>• Mash potatoes, chips, pasta or rice</li> <li>• Side salad (choice of 3 different salads)</li> <li>• Daily desserts</li> </ul>

## MEDICAL CONDITIONS:

ATC Language Schools must be advised upon booking of any pre-existing medical conditions, allergies and medications that need to be administered to students.

## MEDICAL EMERGENCY:

In the case of a medical emergency, an ATC Language Schools member of staff will assist in seeking the appropriate treatment. Any visits to the doctor, dentist or hospital will be at the student's expense (including transport where necessary). Group Leaders are expected to accompany the student in such circumstances.

## HEALTH & TRAVEL INSURANCE:

Students must have adequate health and travel insurance cover in place prior to arrival in Ireland. Any medical expenses incurred while in Ireland will be at the student's expense.



## LOCAL FACILITIES:

### LOCAL DOCTOR:

Glenroyal Medical Centre, Glenroyal Shopping Centre, Maynooth, Co. Kildare.  
Phone: +353-1 629 1169

### LOCAL DENTIST:

Dental House Pearls Dental, Manor Mills Shopping Centre, Unit 7 Maynooth, Co. Kildare, W23 WT72  
Phone: +353 -1 5054276

### LOCAL HOSPITAL:

Tallaght Hospital, Belgard Square North, Tallaght, Dublin 24  
Phone: (01) 414 2000



### **NEXT GENERATION CAREER GUIDANCE:**

Students aged 15 and over will have one 3-hour session per week of Next Generation Career Guidance which combines the fundamentals of Digital Citizenship into the world of work programme. This introduces the students to job hunting, self-branding and follows the policy guidelines of the Next Generation EU Plan (part of the EU Recovery Fund) focusing on the impact of covid-19 on workplace automation and flexibility, the opportunities created by Artificial Intelligence, the Internet of Things and the Green Economy.

### **CONVERSATION CLUB**

We also provide a Conversation Club on Digital Identity and Citizenship as an alternative for younger students where they learn to speak about their digital identity, their lives on social media and the challenges and opportunities presented to them as a result.



### **ATC PROJECTS:**

Our new ATC Projects aim to actively and socially engage students by incorporating the latest trends and developments into their learning experience beyond the classroom.

Including:

- **ATC Club - Vlogging**

Students will discover the world of lifestyle influencers on social media whilst using new vlogging skills to create their own video content.

- **ATC Club - Photography**

Students will learn what it takes to create the perfect photo and take part in fun competitions and selfie challenges.

- **ATC Club - Gamezone**

Students will combine mental and physical skills in a relaxed and fun environment to participate in on-campus activities.

### **ATC ONLINE - GELLY:**

Get ready for an exciting perk with every ATC Summer Centre package – **access to ATC Online, also known as Gelly!**

This digital platform and app isn't just available upon arrival, but stays with you for up to 12 weeks after you've left.

With the Gelly platform and app, your journey doesn't end when you leave – it's a portal to relive and explore the amazing destinations you visited during your stay. Dive into Ireland's rich history, watch fascinating videos, and enjoy easy-to-follow video STEAM lessons.

But that's not all – you'll also have access to a treasure trove of materials from Oxford University Press for self-study. Even after you bid farewell to ATC, you'll have 12 sessions of weekly tasks to practice, review and continue learning.

**Gelly:** your key to unlocking endless learning and adventure, wherever you are!

Please see a sample programme, and further information below the programme:

Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Arrival day</b> 	<b>Private Shuttle</b> -- Full day off campus in Bray, Howth or Dublin City Centre -- With 1 Activity Leader per coach	<b>Titanic Museum &amp; Belfast City Centre</b> -- By private coach -- With Activity Leader	Lessons <b>9.00-10.45</b>	Lessons <b>9.00-10.45</b>	Lessons <b>9.00-10.45</b>	Lessons <b>9.00-10.45</b>	Lessons <b>9.00-10.45</b>
			Break	Break	Break	Break	Break
			Lessons <b>11.10 - 12.45</b>	Lessons <b>11.10 - 12.45</b>	Lessons <b>11.10 - 12.45</b>	Lessons <b>11.10 - 12.45</b>	Lessons <b>11.10 - 12.45</b>
			<b>Lunch</b>				
			<b>Walking Tour</b> Maynooth Orientation -- With Activity Leader	<b>World of Work/ Conversation Club</b> Workshop -- ATC Teacher	<b>STEAM Workshop</b> -- With ATC Teacher	<b>EPIC Immigration Museum</b> By private coach -- With Activity Leader	<b>The ABC'S of Vlogging Workshop</b> -- With Activity Leader
<b>Dinner</b>							
<b>Evening Programme Onsite</b> See notice board for details 20.00 - 22.00							

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Breakfast</b>						
<b>Cliff of Moher &amp; Galway</b> -- By private coach with late return and dinner off campus -- With Activity Leader	<b>Private Shuttle</b> -- Full day off campus in Bray, Howth or Dublin City Centre -- With 1 Activity Leader per coach	<b>Sports On Campus</b> -- With Activity Leader	<b>World of work/ Conversation Club</b> Workshop -- ATC Teacher	<b>Through the Lens Workshop</b> -- With Activity Leader	<b>National Stud &amp; Gardens</b> By private coach -- With Activity Leader	<b>Departure day</b> 
		<b>Lunch</b>				
		Lessons <b>14.00-15.45</b>	Lessons <b>14.00-15.45</b>	Lessons <b>14.00-15.45</b>	Lessons <b>14.00-15.45</b>	
		Break	Break	Break	Break	
		Lessons <b>16.10 - 17.45</b>	Lessons <b>16.10 - 17.45</b>	Lessons <b>16.10 - 17.45</b>	Lessons <b>16.10 - 17.45</b>	
<b>Dinner</b>						
<b>Evening Programme Onsite</b> See notice board for details 20.00 - 22.00						

### NOTES:

- **Full Day Tours** - destinations may include Titanic Museum & Belfast city, Cliffs of Moher & Galway city.
- **Half Day Tours** - destinations may include EPIC Immigration Museum, St Patrick's Cathedral or Irish National Stud & Japanese Gardens.
- **World of Work and Conversation Club** - World of Work including Next Generation Programme, for students aged 15+, run by ATC teachers. Conversation Club for students aged under 15.
- ATC Activities on Saturdays are optional to allow groups to visit places outside of their programme.
- Above programme to be used as a sample only.
- All programmes will be confirmed and signed off on at least 14 days prior to arrival.
- Changes will not be made to the programme once the group is onsite, unless due to circumstances out of ATC's control.
- Any changes that are requested by the group may incur a charge and additional fees must be paid prior to the excursion.



The welfare of our students is of paramount importance to us and we offer a high standard of care and supervision to all our students. We provide nominated ATC staff members to act as guardians to our individual students that travel without Group Leaders. It is very important to us that our students remain happy and healthy throughout their stay. Our management team at Maynooth, along with our teachers and activity leaders, will ensure that all students receive the best possible care and attention so as to maximise their experience during their study holiday.



### **POCKET MONEY:**

ATC Language Schools do not provide a pocket money service for students, so it is recommended that students arrive with adequate spending money based on the duration of their study holiday. We would recommend €100 per week as an average budget. This can be used in emergencies, and for buying souvenirs or for the little extras that students like to do with friends.



### **ACTIVITIES & EXCURSIONS:**

The programme incorporates one Dublin City transfer by coach per week, two full day excursions by coach per two week stay. Evening programmes include discos, films, karaoke, Irish night and other activities. The activity programme provides young students with an opportunity to absorb some of Ireland's rich heritage in a fun and relaxed way. Maynooth offers a wide range of onsite activities every afternoon and an evening programme seven nights a week.

### **SPORTS & RECREATION:**

Maynooth offers excellent sports facilities including a sports complex with gymnasium where students can play table tennis, basketball, badminton, volleyball and other sports. Recreational activities include drama workshops, tennis and soccer.

### **SAFE:**

A safe is available for the security of students' belongings at Maynooth. Students are encouraged to store large sums of money or valuables here. Travel tickets and passports are normally kept in the safe for the duration of the students' stay.

### **STUDENT IDENTITY CARDS:**

In order to cooperate with the security and safety standards at Maynooth, ATC Language Schools will supply all students with a student identity card. Students must carry their card with them at all times.



### **CURFEW:**

Evening activities take place on campus between 20:00 and 22:00. Students are expected to be back in their apartments by 22:30. Students found outside after this time will receive disciplinary action.

### **ALCOHOL CONSUMPTION:**

ATC Language Schools will not tolerate the consumption of alcohol by any of its students who are on a Junior Summer Programme. Students found in the possession of, or consuming, alcohol will be immediately expelled from the school and repatriated at their own cost. In Ireland the legal age to consume alcohol is 18.

### **SMOKING/VAPING:**

Smoking and vaping is strictly prohibited on campus. In Ireland the legal age to purchase cigarettes is 18.

### **DRUGS:**

Any student found in the possession of illegal substances will result in immediate expulsion and repatriation at their own expense.

### **DISCIPLINE:**

For the safety of students and staff, ATC Language Schools will monitor students' behaviour. When deemed necessary, students may receive a written warning, parents will be notified or students will be refused participation in group activities.

### **FIRE SAFETY:**

It is a criminal offence to tamper with fire safety equipment. All students and Group Leaders are to attend a mandatory fire briefing. Any breach of fire safety regulations may result in a fine and expulsion from the course.

### **DAMAGES:**

There is a damage deposit of €50 for individual students and €250 for groups that will be collected upon arrival. This will be retained for the duration of the student / group's stay. The deposit will be returned in full prior to departure less the cost of any damage caused by the student / group.

### **PARENTAL CONSENT:**

Students residing on campus are not allowed to leave the campus unsupervised. They may only leave with a parent / guardian after signing out with the management team onsite. If students are to be exempt from any sports or recreational activities, ATC Language Schools must receive a signed consent form from the students' parents.

### **EXPULSION:**

ATC Language Schools reserve the right to expel any student at their own expense should any of the following issues arise:

- Consumption of alcohol
- Possession of any illegal substances
- Student who endangers either themselves or another person
- Deliberate or malicious damage to university property
- Breaking Irish Law

Students will be briefed on the rules and regulations on their first day of school. If ATC Language Schools deems the behaviour of a student unsatisfactory or endangers other students or staff members their stay will be terminated - effective immediately. The students' agency / parents will be informed and the student will be booked on the next available flight. The student will be accompanied to the airport, escorted to check-in and to security, after such time ATC Language Schools will no longer be responsible for the student. There is no refund policy for students who have been expelled from the programme at Maynooth University

### **STUDENT COMPLAINTS:**

ATC Language Schools offer the highest standard of student welfare to each student. However, if a student is unsatisfied with any aspect of their programme it is essential that they report it immediately in order for it to be resolved without delay. A large percentage of issues can be resolved almost instantly by either our academic staff or activity staff as they usually attend to either their class, or leisure activities. If the problem cannot be resolved immediately, the staff at ATC Maynooth University will endeavour to find a solution as quickly as possible. If the problem is of a more serious nature, the student will be required to complete a form and ATC Language Schools will also inform the agent of the ongoing issue and the progress in resolving the situation.

