



Malta Junior Arrival and First Day

Emergency Number (For use outside of office hours only)

+356 9946 7078

Airport Transfers

Information regarding arrival time, flight number and airline has to be sent to EC as soon as possible. If this information does not reach EC at least 5 days before the student's arrival, EC will not be responsible for providing airport transfers to the student, even if transfers are included in the student's package price. EC will not offer any compensation to students who have not been collected at the airport if the information has not reached us within the stipulated time. If students miss their connecting flight to Malta they must contact the school's emergency number to ensure that they are met at the airport.

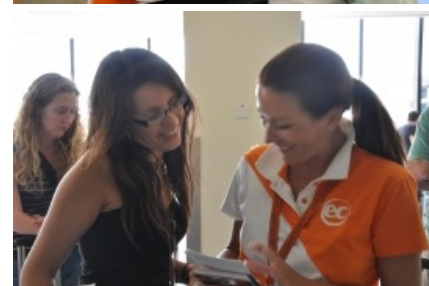
Student Arrivals

When students arrive at the airport they will be greeted by an EC representative who will be wearing an EC t-shirt with the EC logo. If students do not find an EC representative they should follow the sign to the Welcome Service Area and wait until their EC representative arrives. The EC representative will answer any questions and take the students to their transport. It is very important that in case of lost luggage, the student or group leader inform the EC Airport Representative BEFORE reporting the luggage missing. If they do not, our Airport Representative will not know whether students have arrived and may conclude that the student / group was not on the flight. Normally the airport can retrieve lost luggage within 72 hours and will deliver it to the student's accommodation.

EC staff

For the Junior Summer Programme EC employs a number of Social Leaders and Customer Service Officers who benefit from a rigorous in-house training programme. Their role is to ensure that students have an enjoyable and safe stay in Malta and provide constant support to International Leaders. EC Customer Relations Officers can be found at every school while Social Leaders attend all activities. A customer relations officer and an EC social Leader will hold a brief meeting with the International Leaders of groups staying at hotels to provide them with all the information they may need for the weekend and for school on Monday.

Groups or individuals who book a Home Stay will meet their Social Leader at school or at the first activity seen on their programme.



First Day

The first day at school is very important. The handbook clearly states the date and time that the student has to be at school for the placement test – this may vary according to the number of students starting their course on that day. The handbook also clearly indicates the school that the student will be attending. The test time is earlier than the starting time of lessons on any other school day. The EC leaders advise the residences that new arrivals require an early breakfast on their first day of school. Students must be PUNCTUAL to ensure that the allocation process of students to classrooms/levels runs smoothly. All students are entitled to use the EC school bus service.

- On the student ID card (found within the student handbook) students will find a bus stop number. The list of bus stop locations is included in the student handbook.
- Students should be at their bus stop, 5 minutes before the time indicated.
- It is not always possible to be completely accurate about bus stop times due to various factors, such as traffic and variations to the route, so students have to be prepared to wait for the EC bus. However, if waiting time exceeds 30 minutes, they should phone the emergency number.

For students staying in Home Stay accommodation, the family will know where the closest EC bus stop to their home is. They will therefore show students how to reach the bus stop on the first day of school.

Placement Test

When students arrive at their school they sit a placement test, which assesses their grammar, understanding of set texts, vocabulary, free expression and listening skills. The test takes about 1.5 hours to complete and the purpose of it is to help the School Coordinator and her team place students in the right class at the right level. This will maximise the benefits of the students time here and help teachers plan their lessons according to students linguistic needs. Whilst the test is being marked, students are given a Welcome Talk by the School Social Coordinator or subordinate. The talk provides more information about the school, the activity programme, general information about Malta and how to get by on a day-to-day basis. Test scores are assessed and students are placed in class by the start of the second period at 11:30. International Group Leaders are provided with various activities to take advantage of whilst they are in Malta.

Double Banking

EC uses a timetable, sometimes referred to as a Double Banking timetable. Put simply, students attend a morning session of classes one day, the next day they attend an afternoon session (as illustrated below).

Timetable

| Double Banking Timetable Week 1 | | | | |
|---------------------------------|----------|---------|----------|---------|
| Mon | Tue | Wed | Thur | Fri |
| Lessons | Activity | Lessons | Activity | Lessons |
| Lunch | Lunch | Lunch | Lunch | Lunch |
| Lessons | Activity | Lessons | Activity | Lessons |

| Double Banking Timetable Week 2 | | | | |
|---------------------------------|----------|----------|----------|----------|
| Mon | Tue | Wed | Thur | Fri |
| Activity | Lessons | Activity | Lessons | Activity |
| Lunch | Lunch | Lunch | Lunch | Lunch |
| Lessons | Activity | Lessons | Activity | Lessons |

Please note that this is a sample double banking timetable and variations may occur.