



# IH Manchester Student Information Pack



# Welcome to IH Manchester!

IH Manchester is part of the International House group of affiliated schools. We have been teaching English in Manchester since 2006. At IH Manchester we want to see our students achieve their goals and dreams. We provide a supportive, friendly and encouraging environment to help you connect with the world through English.



## Learn about Manchester!

Manchester is a fantastic city to study! There are many shops, cafes and restaurants, as well as theatres and museums. The [VisitManchester website](#) is really useful and full of interesting information about what's on and what is happening in Manchester. Travel around Manchester is cheap and easy. Take a look at the transport help and guidance on the VisitManchester website. It's got some great downloadable resources like maps and timetables.



## Make Friends Today!

A lot of our current students follow us on:

- [Twitter](#)
- [Facebook](#)
- [Instagram](#)

Start to use your English and make friends before you arrive.



# Before You Leave Home

Please put the following information (please see your “Welcome Letter”) into your mobile phone:

- The IH Manchester OUT OF HOURS 24 hour telephone number: 0044 7455 563 392
- Name, address and phone numbers of your host/residence. Remember that you need to put 0044 in the front of UK phone numbers.
- The UK EMERGENCY Services number – for Police, Fire Service or Ambulance: 999

Read the [British Council Guide to Studying in the UK](#)



## Packing Checklist

NB This list is not exhaustive but suggestions about what to bring

### Important documents

Passport

Travel insurance documents

Money (it's a good idea to bring some local currency with you, but do not carry too much cash on you at any time)

Course confirmation with the school/ accommodation address

### Clothes - here are some suggestions!

T shirts and long sleeve tops, Jeans / trousers

Shorts (summer only!)

Jumpers

Heavy winter coat, Cold weather clothes (hat, gloves, scarf) November – March Shoes and trainers

Cold weather clothes (hat, gloves, scarf - November – March)

Jacket, Sweatshirt/jumpers

Pyjamas / loungewear

### Additional Items:

Toiletries and any essential medicines Umbrella

Travel adapter

Phone & charger

Headphones

School bag / back pack

Laptop / tablet

# Travelling to Manchester

- Keep your "Welcome Letter" with you when travelling. You will need your full UK contact details when you complete your landing card.
- Ensure you complete your landing card before you meet the Border Force officer in the UK.
- If you carry your passport in a protective wallet, please take it out before you present it to a Border Force officer.

## Manchester Airport Taxi Transfers



If you asked us to arrange transfers for you on arrival, please read the instructions in your welcome letter to find your driver.

If you are under 18, your driver is usually from a company called SWINTON TRAVEL and the driver will meet you in the Arrivals Hall.

Alternatively, Manchester airport has good transport links with plenty of bus services and train services, to find out more information please have a look at the Manchester Airport website.

[Manchester Airport Website](#)

### Terminal 1



### Terminal 2



### Terminal 3



## If you did not book a Manchester Airport taxi transfer

If you would now like to book a taxi, please ask at the StreetCars desk and they will be happy to help you.



# Accommodation

At International House Manchester, we can help you have a comfortable stay with a homestay host, in a residence or in your private accommodation.

## Homestay Accommodation

Your host will treat you as a member of the family, eating together and sharing the common living areas. Please tell them if there are any foods you don't like, or if there is something you do not understand or if something makes you feel uncomfortable. They are here to help you feel at home. If you are unhappy about something but do not feel comfortable discussing it with your host, please speak with Claire, our Accommodation and Welfare Manager – [claire.bouedo@ihmanchester.com](mailto:claire.bouedo@ihmanchester.com). Remember, many hosts and their students form a genuine friendship that can last for the rest of their lives!



## Homestay House Rules

**Remember! These are the main rules, but please [see our website for full details](#).**

- Lock the house door and shut the windows in your room when you leave the house, in accordance with your house rules. DO NOT keep your key with your host's address in case they get lost.
- If you want to invite friends to your host home, always ask your host for permission first.
- No loud noise or music, especially at night
- Alcohol, smoking and drugs are prohibited.
- Students under the age of 18 must be at home before 9pm every evening.
- Students over the age of 18 do not have a curfew, but please let your host know when you will be home. Be quiet if you are going to be home late.
- On arrival, exchange mobile/whatsapp numbers with your host. Always text or call your host if you are going to be late for dinner.
- It is important to try to spend time with your host and their family. It is also polite to volunteer to help with family chores e.g. washing up, setting and clearing the table after meals.



## Student Residence

If you are staying in a student residence please [click here for more information](#).

# Your First Day

IH Manchester is a friendly and welcoming school where you will soon make new friends. We are waiting to meet you and show you around.

## How to find us

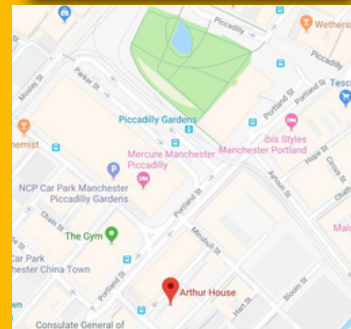
### **IH Manchester**

School telephone: 0044 7455 563 392

Out of hours telephone number: 0044 7455 563 392

5th Floor, Arthur House  
13 - 15 Chorlton Street  
Manchester M1 3FH

It's easy to find International House Manchester!  
Trams (METRO) and most buses arrive in Piccadilly Gardens. Piccadilly train station is only a 5 minute walk from the school.



## Remember!!

**You must bring your passport and boarding card with you on the first day.**

## Our School



## Lesson Information

For more information about your lessons, find your course [on our website here](#).



# Induction

On your first day, we will welcome you to International House Manchester, and we will give you some important and useful information. You will have a tour of the school and we will show you what to do in an emergency. You will meet our Welfare and Accommodation Manager and Director of Studies. We will give you your class timetable.

## We hope that you will:

- Participate fully in excursions, visits and social activities, to make the most of your stay.
- Use English only inside and outside the class while in school.
- Do your homework and speak English outside the school
- Be sensitive to other students' personalities, cultural differences and individual needs in the class.
- Arrive on time for your classes (students may not be allowed to enter the class if they are late).



Alex  
reception



Team V.I.P

## MS Teams and Online Learner Management System

Keeping in contact with your teacher and your classmates is really easy when you use MS Teams. You can use MS Teams to safely message each other and your teacher. You can receive documents and links from your teacher that will help you with homework. You can see all the social activities and excursions that are available each week and access the online Zoom events directly. And you can access everything from the MS Teams app on your phone!

The IH Manchester MS Teams is also where you can find your weekly class plan of work. Your teacher will post in MS Teams what will be covered in class that week. Also, at the end of each class your teacher will post a copy of the virtual whiteboard. "Team VIP" makes it easy to learn English at IH Manchester.



Team V.I.P

## Social Activities



We provide a weekly social programme at International House Manchester. This is a great way to make friends and see or try something new. Many of the excursions are arranged and led by Smile Adventures. - our staff do not always go on these excursion. To discover what is happening each day, go to the Students' common area where you'll find the social activities noticeboard. Don't forget to write your name on the activity list!

# General Advice and Information

## Safety in Manchester

The UK is generally a very safe place to live, but it is important to be aware of sensible precautions.

- Keep your house keys in your pocket; don't keep your keys with your address in case you lose them!
- Take care if walking home or in the city centre after dark
- Do not walk around holding your mobile phone or wallet in your hand.

If you need to speak to us outside of school hours please call: 0044 7455 563 392



## Religion

Manchester is a diverse city and caters for a wide variety of cultures and religious beliefs. As well as the Anglican and Catholic cathedrals within Manchester city centre, there are churches, mosques and other religious centres located all over the city. Our reception staff will be happy to assist you in finding suitable places of worship.

## Student Health

We believe that safety and enjoyment are equally important when studying at IH Manchester.

Students should make sure that they have their own insurance in place before they travel to Manchester to start their course.

We recommend that you register with your local doctors surgery after you arrive. We can advise you about this at school.

If you have a small health problem, you can see a doctor at the walk-in centre. The centre deal with

- Minor illnesses
- Minor injuries
- Emergency contraception

You don't need an appointment – just go to reception, give your details and a doctor will see you when they are available. Full details are available here [Urgent Treatment Centre](#)

## School Policies

All our school policies are available [on our website](#).





# Administration - School Letters

**Council Tax** – If you are in private accommodation, you might have to pay Council Tax. Long-term full-time students (studying more than 21 hours a week for more than 22 weeks) might not have to pay – ask the school reception for a Council Tax Letter.

**Embassy** – (Government Sponsored Students Only)  
We can give you an offer letter for your embassy.

**Police Registration** – On arrival in the UK some students must register with the Police. If you look at your immigration entry stamp, on your visa or entry clearance sticker it will tell you if you need to register. You will need two passport photos, £34.00 and a letter from the school. We will write a letter for you confirming that you are a full-time student at the school.

**UK Bank Account** – When you arrive at school, we can advise you about online bank accounts which are available for international students.

**UK Mobile Phone Number** – When you arrive at school, we can advise you on how to get a UK sim card.

If you want more advice or information on any of the above, please speak to Reception at the school.

**We look forward to seeing you soon!**

