TAUNTON
SCHOOL
SUMMER SCHOOL

TRAVEL GUIDE

SUMMER 2027

TRAVEL ARRANGEMENTS

International travel is often the biggest worry for parents and students. This guide is designed make the journey as safe and enjoyable as possible. It is important that you read the following information carefully and contact the Summer School Office if you have any unanswered questions.

To keep students safe it is important that we have the travel details for **ALL** students, regardless of whether they intend using the free airport transfer service. Travel details must be provided, in full, using the form provided, at least **30 days before the start of the course** in order to qualify for the free airport transfer.

The Summer School provides free airport transfers from **London Heathrow** and **Bristol** airports for flights that are scheduled to arrive and depart between **0900 and 1800** on the arrivals day of each Summer School.

The School does not organise or take responsibility for arrivals and departures outside these airports, dates and times. If the school is able to support with transfers for flights to different airports, or flights outside our 0900 – 1800 window, the full cost will be passed on to the family.

ARRIVALS BY AIR

Documents

Students must carry the following documents in their hand luggage:

- -Passport ❑
- -Visa (where required*) ❑
- -ETA (where required*) ❑
- -Signed Letter of Permission (under 18) ❑
- -Confirmation Letter provided by the School ❑
- -Emergency Contact Card ❑
- -Summer School Travel Guide ❑

Visa and Electronic Travel Authorisation

Please see the links below to check if you need a Visa or Electronic Travel Authorisation (ETA)

*UK Visa Check link: https://www.gov.uk/check-uk-visa *(ETA) Apply for an electronic travel authorisation (ETA) - GOV.UK

Luggage must meet the correct size and weight requirements for the chosen airline. Students must not carry any restricted items on their person or in their luggage. **Medicines and supplements must be in their original packaging and clearly labelled in English.**

Restricted Items: https://www.heathrow.com/at-the-airport/security-and-baggage/banned-items

Lost or delayed Baggage

If baggage is lost or delayed the school will assist in its recovery or help the student make a claim for compensation or its replacement. The School will provide students with clothing and essential items under these circumstances.

UK Customs and Border Control

If a student has any issues at UK Customs and Border Control they must contact the Summer School Director using one of the numbers shown on the Emergency Contact Card or provided in this booklet.

Delayed Flights

Do not worry. The Taunton School Airport Coordinator, based at the airport, will monitor flight arrivals and collect the student from the Arrivals hall at a later time. The student will travel on a later transfer bus or taxi. If a flight is postponed or significantly late, the Airport Coordinator will make alternative arrangements. No student will be left at the airport.

What to do at the Arrivals Gate

A member of Taunton School International Summer School will be waiting for students at the Arrivals hall. They will be holding a sign with the student's name on it and dressed in Summer School clothing. They will also carry an ID badge. Students must make themselves known to the member of staff as soon as possible.

Polo Shirt

Jacket

Students must not leave the Arrivals Hall area under any circumstances. If a student is worried or concerned at any time, they should contact the Summer School Office using one of the Emergency Contact numbers.

Students will be accompanied to coaches, buses or taxis and driven to the school. Students should use the toilet facilities before travelling to Taunton as it may not be possible to stop on the journey.

If you are a parent or agent who is dropping off a student at an airport in order to use our transfer service, please contact the Summer School Office who will provide details of where to meet. Do not leave a student to find his or her own way through the airport. Please hand over students directly to a member of Taunton School Staff.

Students must not leave with any other person, other than a representative of Taunton School, unless approved by the Summer School Director.

Students must not change or make their own travel arrangements without prior approval.

A Note to Parents

I am sure that you can appreciate the complicated logistics when collecting over 120 students from different parts of an airport whilst dealing with possible delays and the variation in times between landing, clearing customs and baggage collection. We understand that parents are anxious when their children are away from home and travelling to a different country. Students are encouraged to contact their parents once they have arrived in the UK. If your child does not have a mobile phone they can ask a member of staff to contact you on their behalf. Please do not contact the Summer School Emergency Contact number if you do not have a specific concern as this may delay our response to a genuine issue.

UNACCOMPANIED MINORS

Most airlines require students under the age of 14 to use their Unaccompanied Minor (UM) service. The information required about the person collecting your child is listed below.

Named Person:	Tabitha Spearing	Telephone:	+44 (0)1823 703232
Address:	Taunton School Staplegrove Road Taunton Somerset TA2 6AD United Kingdom	Mobile:	+44 (0)1823 703220

The airline staff will bring your child through UK Border Control and Customs and wait with them before being collected. A member of Taunton School staff will collect all Unaccompanied Minors (UM) from the Arrivals Hall at the airport. They carry Letters of Authority and identification signed by Mrs Spearing to release students into our care.

STUDENTS TRAVELLING INDEPENDENTLY

Some students may choose to make their own travel arrangements to Taunton. If they encounter difficulties or their plans are disrupted they should call one of the numbers on the Emergency Contact Card so that we can arrange for their safe arrival at school. Under no circumstances should a student change their itinerary without contacting or consulting with the school.

DEPARTURES BY AIR

Students will be taken to the airport in good time to check in and clear UK Customs and Border Control.

Weighing scales are available for students to check that their baggage is under the airline allowance.

A member of staff will accompany each student through check-in and escort them to UK Customs and Border Control. If the Unaccompanied Minor Service is being used staff will remain with the student until they can be handed over to a representative of the airline.

If a student has any issues at UK Customs and Border Control ask them to contact the Summer School Director using one of the emergency contact numbers.

Parents or guardians who are collecting students at the airport must collect them from a Taunton School Airport Staff member based in Arrivals. The exact terminal/location will be agreed nearer the time.

A member of staff will be at the airport until all flights (0900-1800) have departed in case of cancellation.

DIRECT ARRIVALS AND DEPARTURES

Parents and agents dropping off students at the start of a Summer School course should do this **after 14.00 and before 22:00 on arrivals day**. Arrivals day is the first Sunday of each Summer School course.

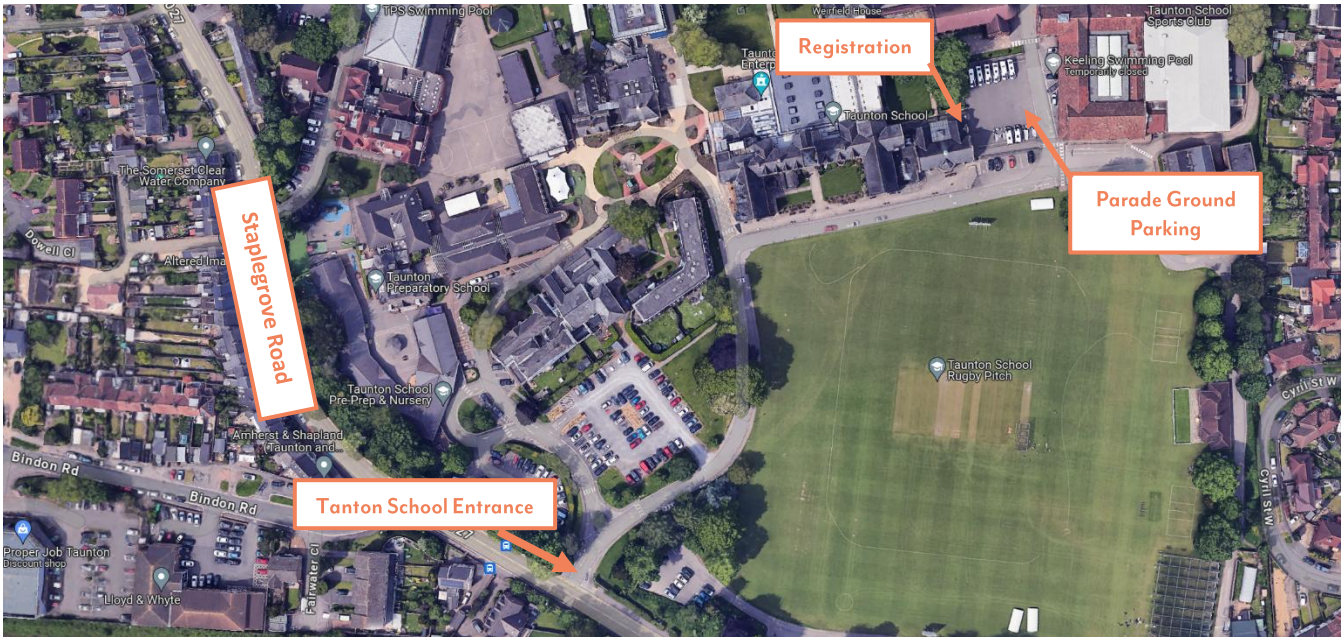
Parents and agents collecting students at the end of a Summer School course should do this **before 12.00 midday on departure day**. Departure day is the last Sunday of each Summer School course.

DROP-OFF ADDRESS

On arrival, all families should park at the Prade Ground and follow the signs for the **Registration Desk. (see map below)**

Address:
Taunton School
Staplegrove Road
Taunton

Sat Nav Postcode: **TA2 6AD**



If you have any problem locating our Registration Area, please call the main office on +44 (0)1823 703232.

COLLECTION ADDRESS

The location for collection by taxi and car are shown below:

Senior Summer School
Taunton School
Staplegrove Road
Taunton
Somerset
TA2 6AD

Note
Taxis and cars should access the Taunton School visitors carpark.

Maps: Google Maps

Junior Summer School
Taunton Preparatory School
Staplegrove Road
Taunton
Somerset
TA2 6AE

Notes
Taxis and cars should access the Taunton School visitors carpark.

Maps: Google Maps

CONTACT US

Summer School Main Line +44 (0)1823 703232
Summer School Emergency Contact Number +44 (0)1823 703220

summerschool@tauntonschool.co.uk

Taunton School
Staplegrove Road
Taunton
Somerset
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