

Travel from GG Colleges

For the most current travel information in London, visit www.tfl.gov.uk

Contactless & Oyster Cards



The most cost-effective way to travel in London is with a contactless payment card or an Oyster card. You can use your contactless debit/credit card, smartphone, or smartwatch directly at the ticket barriers without needing to buy a separate ticket. Oyster cards are also available at any tube station and can be loaded with pay-as-you-go credit or a daily, weekly, or monthly travel card.

Tube (Underground)



Oxford Street is well-served by several Underground stations, including Oxford Circus (Central, Bakerloo, and Victoria lines) and Tottenham Court Road (Central and Northern lines), providing easy access to central London and beyond.

Bus



Oxford Street is a major bus route with numerous services connecting to various parts of London. You can explore many iconic areas of London directly from Oxford Street.

Coach



For longer journeys, National Express and other coach services operate from Victoria Coach Station, which is easily accessible via the Victoria line from Oxford Circus.

Places of Interest Near the College



The British Museum
Located nearby, this world-famous museum offers a wealth of history and culture.



Hyde Park
Just a short walk from Oxford Street, perfect for a peaceful escape in the heart of the city.



Soho and Covent Garden
A vibrant area for dining, theatre, and nightlife, just a short walk away.



Oxford Street Shopping

Explore one of the world's most famous shopping streets with countless shops, cafes, and restaurants.

The Police and the Law in Britain

- **Arrest and Legal Assistance:** If you are arrested by the police, you have the right to ask them to contact the College immediately on +44 7593 703702. We will provide appropriate support and guidance.
- **Driving in the UK:** If you plan to drive, you must have a valid driving licence (British or International). It is compulsory to have insurance for the vehicle, with yourself named as a driver. Driving without insurance or under the influence of alcohol is a serious crime in the UK and can lead to severe legal consequences.
- **Alcohol Laws:** You must be 18 years or older to purchase or consume alcohol in any shop, bar, or pub in the UK. Always carry valid ID to prove your age when buying alcohol.
- **Illegal Drugs:** GG Colleges has a strict zero-tolerance policy on illegal drug use. If there is any suspicion of a student using illegal drugs on College premises or in College accommodation, the police will be contacted immediately.
- **Our Values:** At GG Colleges, all students are expected to respect and uphold core British values, including democracy, the rule of law, individual liberty, and mutual respect for those with different beliefs. Radical or extremist views are not tolerated, and everyone at GG Colleges must comply with the Counter Terrorism & Security Act 2015.



Welcome
TO OUR SCHOOL!

Conduct

The College will not tolerate any form of discrimination or abuse directed at staff or students from anybody, for any reason. We will not allow any intimidation or bullying of any kind. If you experience these problems, please speak to a member of staff.



Accredited by the
BRITISH COUNCIL
for the teaching
of English in the UK

+44 20 7870 8728
info@ggcolleges.com
45 Oxford St, London W1D 2DZ
www.ggcolleges.com



Welcome to GG Colleges

We hope that you enjoy your time with us and learn as much as possible.

Here is some information about studying at the college and living in London. If you have any questions, just ask a welfare officer in reception.

Teachers

All our teachers are qualified and meet the standards set by the British Council. You should expect to be taught by a number of different teachers while you are here. When teachers are sick or go on holiday, a replacement teacher will teach the class. You may have a few different teachers each term.

Class Times

Morning classes are from 09.30-12.30 with a short 15-minute break. Afternoon classes are from 14.00-17.00 with a short 15-minute break.

Homework

You will be set homework to do and your teacher will mark this. Homework is important and you will improve faster if you do your homework. Ask your teacher for some learning tips.

Course Books

Students must buy a course book each term. You can buy it from Reception for around £35.

Attendance

Classes start at 09.30 or 14.00. It is important that you arrive on time. If you need to be late, arrange this with your teacher the day before. If you arrive late you will be marked late in the register.

Testing

You will be tested regularly to see how you are improving. At the end of every term, the whole school is tested and levels are set again. Students will only move to a higher class if they have improved to the level required.



Student card

Provide a digital photo via email or Whatsapp to the reception team for a GGC student card which could entitle you to discounts at some shops, museums, and attractions.



Certificates

If you would like a certificate at the end of your course, please ask in reception at least 3 days before you finish.



Holidays

If you want to take a holiday, please go to Reception and complete a Holiday Form. You must do this at least one week before you go on holiday. If you do not fill in this form and just go on holiday, we will mark you as 'Absent' in the register.



Social Programme

We host end of term parties and events such as pub quizzes and theatre trips which are posted on the social programme notice board in the student lounge and on our social media pages. Each weekend we organise trips to exciting places around the UK such as Oxford and the Cotswolds!



Exam Registration

Students wishing to take IELTS or Cambridge exams (B2,C1 & C2) please ask reception for advice on where to register. Exams cost from £150.



Internet Access

We have free Wi-Fi access, just ask in reception for the password.



Welfare Officers

If you need to speak to someone in your own language, please ask at Reception. We have welfare officers to help you and they speak a number of languages, including Japanese, Spanish, Arabic and French.

Useful numbers

School Emergency Contact: If you need urgent assistance, you can call our school emergency number anytime: +44 7593 703702

Emergency Services (Police, Ambulance, Fire Brigade): 999

NHS Non-Emergency Medical Advice: 111

Local Library: 0207 641 1300

Samaritans (24/7 Mental Health Helpline): 116 123

Hospitals and Doctors

If you need to see a doctor and it's not an emergency, you can visit your local GP (General Practitioner) surgery. To register with a GP or to get more information on accessing medical services, please ask at reception or visit www.nhs.uk. The closest major hospital to the College is University College Hospital, located at 235 Euston Road, London, NW1 2BU. Telephone: 020 3456 7890.

For emergencies, always dial 999.

Dentist

For dental care, you can visit Smilepod Oxford Circus, a highly-rated dental practice near the College. Call 020 7971 1909 to make an appointment.

Fire Safety

Please familiarise yourself with the fire safety notices in your classroom. If the fire alarm sounds, exit the building immediately and proceed to the designated assembly point outside.

Banks

Banks in London typically open from 09:00 to 17:00, Monday to Friday, with some branches open on Saturday mornings. There are several banks close to the College. If you need help opening a bank account, please ask at reception for guidance.

Post Office

Post offices are generally open from 09:00 to 17:30, Monday to Friday, and from 09:00 to 12:30 on Saturdays. The nearest post office is located on New Oxford Street, just a short walk from the College. For sending parcels, visit the post office; letters can be posted in the red post boxes found on many streets.

Your Safety and Security

Please report any accidents or incidents that could lead to accidents immediately. These will be recorded in the Accident Book, and steps will be taken to resolve the issue promptly to ensure safety. Keep your valuables secure at all times. Although Oxford Street is generally safe, it is a busy area, and pickpockets may be present. Your personal belongings are your responsibility.

We want you to have a positive experience at GG Colleges. If you have any concerns about your classes, please speak with your teacher first. If the issue persists, visit Reception. For academic matters, you can book an appointment with the Director of Studies, and for financial matters, speak to the Principal. If you have any issues with your accommodation, ask to meet with the Accommodation Officer.