

## **LORCA NEWSLETTER NOVEMBER 2011**

**iEstimados alumnos!**

Welcome to the November 2011 edition of the Lorca Newsletter: we are now more than halfway through the term and Christmas - dare I say it! - is fast approaching! Over the next 4-5 weeks we will be organising some more Café Español sessions (for various reasons we haven't been able to run as many of these as we would have hoped this term - apologies for this!), at least one more trip to the GFT and, of course, our world famous end of term Lorca Christmas party! **For up to date information about classes and cultural activities please refer to the notice board and/or Facebook.**

The current term finishes **w/c 12<sup>th</sup> December** (Saturday morning classes finish **Monday 10<sup>th</sup> Dec**) - however, don't despair, we've finalised our January-March 2012 term course programmes and are now accepting course bookings! We hope you find the information in this newsletter useful and informative, however if you require further details about any of the topics raised please do not hesitate to contact us.

### **COURSES IN 2012:**

As mentioned above, the new timetable and course information pack for our **January 2012 classes** are now available - if you require further details or wish to re-enrol then please contact a member of the Lorca staff in reception and they will be happy to help. A quick reminder of the enrolment process:

1. Please **complete the re-enrolment form and hand it in to a member of staff in reception.** You can do this before your class starts/at break time or any other day during the week that suits you (Monday-Friday between 10.00-6.00pm or Saturday mornings between 10.00am and 12.30pm). Alternatively you can re-enrol over the phone.
2. **Payment:** when you hand in your form you can opt to pay either the **£25.00 deposit** (which will book your place on the course) or the full fee. A discount of **£10.00** is available for all current students who pay the full fee on or before **Friday 16<sup>th</sup> December** (not applicable to concessions or family discounts)
3. **Existing classes will be going forward into the next term:** please note that we will only contact you in the event of a class change/cancellation: otherwise you should assume that the class you enrolled in is going ahead. A class would only be cancelled if we had insufficient numbers of people enrolling for the next term.

**TERM DATES FOR JANUARY 2012:** - please refer to the table below:

<b>2<sup>ND</sup> TERM: JANUARY-March 2012 (12 weeks)</b>		
Weekday classes:	<b>Start w/c 9<sup>th</sup> January</b>	<b>Finish w/c 26<sup>th</sup> March</b>
Saturday morning classes:	<b>Start 14<sup>th</sup> January</b>	<b>Finish 31<sup>st</sup> March</b>

**CHRISTMAS/NEW YEAR HOLIDAYS:**

The last class will take place on **Friday 16<sup>th</sup> December**. Please note that Lorca office will close for the Christmas holidays on **Friday 23<sup>rd</sup> December**.

**Office hours during Christmas:** The office will be open on **Wednesday 28<sup>th</sup> and Friday 30<sup>th</sup> December** from **10.00am-2.00pm**. We will re-open in the New Year on **Wednesday 4<sup>th</sup> January 2012**. If you wish to contact us outwith office hours during the holiday period then please send an e-mail to: **enquiries@lorcaspanish.com** or call **0141 332 7970** and leave a message and we will get back to you as soon as we can.

OFFICE HOURS DURING THE CHRISTMAS AND NEW YEAR PERIOD:		
W/c 19 <sup>th</sup> December:	Open/Closed	Hours
Mon 19 <sup>th</sup> - Fri 23 <sup>rd</sup> Dec	Open	10.00am-6.00pm
<b>Christmas holidays:</b>		
Mon 26 <sup>th</sup> and Tues 27 <sup>th</sup> Dec	Closed	
Wednesday 28 <sup>th</sup> Dec	Open	10.00am - 2.00pm
Thursday 29 <sup>th</sup> Dec	Closed	
Friday 30 <sup>th</sup> Dec	Open	10.00am - 2.00pm
<b>New Year:</b>		
Monday 2 <sup>nd</sup> Jan	Closed	
Tuesday 3 <sup>rd</sup> Jan	Closed	
Wednesday 4 <sup>th</sup> Jan	Re-open (normal office hours)	10.00am-6.00pm

**CHRISTMAS RAFFLE:**

We will be running **The Lorca Christmas raffle** - "La Rifa de Navidad" - again this year: tickets which cost **£1.00** will be on sale from **Monday 28<sup>th</sup> November** and will be available from reception. Once again you will have the chance to win a hamper full of culinary delights from Spain and Latin America! Not to mention the wine, the chocolates and the turrón...! A list of the wonderful prizes that could be yours will be listed on the notice board! The draw will be made on **Friday 16<sup>th</sup> December**. Proceeds will go to charity (please see details on notice-board)

**FIESTA DE NAVIDAD:**

Our famous "**Fiesta de Navidad**" will be taking place on **Saturday 10<sup>th</sup> December (12.30-2.00pm)**. We'll have lots of nice food and drink for you to help celebrate Christmas Lorca style! An ideal way to end the term and get into the Christmas spirit!

Thanks once again for all your support over the last few months. We hope you enjoy the rest of your course. As always, if you wish to discuss any of the above items in more detail then please do not hesitate to contact reception.

iMuchas gracias!

The Lorca team