

Hotel School, College of Hotel Management and Language School in Poděbrady

- School with a 45 years tradition, having many awards and labels of quality
- Seated in Poděbrady- historical spa town in the Central Bohemia, about 50 kilometers from Prague.



Branch of study: 65-42-M/004 hotel management and tourism
Length of study: 4 years, final exam (maturita certificate)

The study is aimed to the preparation of secondary educated specialists for the branch of hotel management and tourist industry.

Educational program comprise:

- general educational subject matter common to most secondary schools
- professional subject matter (both compulsory and voluntary subjects), education provides the professional training in the branch of gastronomy, serving the meals, hotel management, computer studies, economics, accounting, law science.

Tight interconnection of theoretical and practical training

- The **school education program was designed and developed on two main priorities:**
 1. interconnection of the education in school with the world of work and quality of social partners
 2. scope and quality of foreign-language education
- **Competences of pupils are developed since the first year of study in the real environment of school restaurant, school bar and school hotel** – every pupil is involved and participates on the quality of services and clients- their work is publicly presented, as these facilities are open to wide public
- Pupils can take part in **many courses which bring them new procedures and technologies which are not always included in the school educational program**– barman and sommelier courses, confectionery, fruit and vegetable decorative cutwork. **Certificate valid on labour market is awarded**

Languages: two foreign languages are obligatory, the third language is voluntary. Pupils are obliged to pass a written exam in two foreign languages at B1 level, are recommended to make an exam - international certificate is an advantage

Pupils are obliged to follow the dress code of the school. Pupils are aware of the school tradition and the fact that they help to build a good name of their school. The pedagogical concept of school supports the principle of **co-responsibility of pupils for own education and understanding the idea and concept of lifelong learning** as well the importance of own development.

Cooperation with social partners:

- As the school cooperates with the Office of the President of the Czech Republic or Czech Representative at the Council of Europe pupil are provided with practical training for special and festive events.

Pupils may reach 10 weeks of **practical training**

- School cooperates with the top hotels in Prague (Mariott, Hilton, Four Seasons, Savoy, Radisson, etc.) and in some regions as well as abroad; pupils attend practical training since their third year
- Practical training abroad, internship also during the summer (2-3 months for adult pupils)
- Pupils are very well assessed by cooperating hotels

Work experience abroad during the summer organized by school

- **Low unemployment of school graduates** (very positive feedback from employers not only those who have contract with schools on provision of practical training).
- **Social partners provide feedback through questionnaires. They evaluate the competences of pupils and also inform school about other requirements regarding the educational process and it's innovation.**
- **School is being addressed by employers with offer on social partnership**

The Junior School Hotel (owned and managed by the Hotel School of Poděbrady) is conveniently located within easy walking distance of the Spa Colonnade and all local attractions. The Junior Hotel offers 32 triple rooms, 3 double and 1 single room that are available at weekends and during school holidays. The hotel has been specifically designed to allow unrestricted (barrier free) movement for all guests. The reception staff provides information on the town's many attractions and can arrange for guests to enjoy golf (with lessons if required), tennis, horse riding, spa procedures, boat trips and use of the fitness centre. Guiding and interpreting services can also be provided.

- Plenty of positive reactions on pupils' professional involvement and behavior towards clients



Principles of Common Assessment Framework are applied

- **The PDCA system is crucial in Podebrady and is implemented in the educational strategy of the school. It is really applied in practice, based on regular assessment of processes within the school. The system focuses pupils as recipients of educational services as well as their participation on the design and quality of the educational program.**
- **The key principle applied in the CAF model is a principle of continuous improvement (in all activities of school).**
- **The school applies a client and labour market oriented attitude in education.**

Evaluation

- **The school prepares every year a Self-evaluation report and every year also a survey on graduates satisfaction with the quality of school is conducted.**
- **After passing each block of practical training pupils go through the self-evaluation procedure** (they use special books of daily records, where the place and activities done are described, pupil also evaluate acquired experience, development of competencies and the overall benefit of the respective internship or practical training).
- **Evaluation form is completed also by representatives of employers-** they evaluate:
- Behavior and performance, communication, tasks fulfillment, planning and time management, punctuality, motivation and engagement for working in the field and vocational skills and competences.
- **School regularly assesses the quality of learning outcomes and according to results further steps are taken.**