

A brief for Incoming Staff

THE SCHOOL

1. *Background*

THE BRITISH School of Lomé is an independent, co-educational, day and boarding school situated on the outskirts of Lomé. The school has been open for 27 years and has acquired a reputation as one of the finest English-medium schools in the sub-region. The school roll is about 240. The pupils range in age from three to eighteen and come from 35 different countries. About 180 are of Secondary Years age. 65% of our pupils are African, coming from all parts of the continent but mainly from Anglophone countries such as Nigeria, The Gambia, and Ghana. The rest of our pupils come from a variety of European and Asian countries, and from North America.

2. *Location*

THE SCHOOL is in the middle of a quiet, carefully laid out residential area called the Residence du Benin. There are about 500 houses, making it the largest of the wry few residential areas in Lomé. The roads to, and on, the Residence are well maintained. It is about 5 km from the centre of the capital, on one of the two main routes north. The main entrance to the Residence is across the dual carriageway from the main entrance to the University du Benin campus, one of two universities in Togo. There is a recreation centre, Club BSL, managed by the school. Its main features are a 25m swimming pool, four tennis courts and a Restaurant/ snack bar. Film nights and special event theme evenings are held there. All of the school buildings, including the accommodation for the boarders and teachers, are on the Residence du Benin.

3. *Buildings*

THE MAIN campus was originally built as a shopping centre and creche. There are 25 classrooms, four science laboratories, two computer centres, music suite, art room, library, assembly hall, Sixth Form study area and an outdoor theatre. The Early Years unit and Crèche BSL, which opened in November 2005, are both in self-contained units. All of the teaching areas are air-conditioned. There are from 10 to 18 pupils in a class.

The school operates 9 boarding houses run by expatriate West African resident house parents: nearly all are trained teachers. The school infirmary is staffed 24 hours a day by one of the two resident nurses.

4. *Curriculum*

THE CURRICULUM is based on the English model but also incorporates the International Baccalaureate (IB) programmes. We are working to adopt The Primary Years Programme (PYP). The Sixth Form IB Diploma Programme has been in place for some years.

Generally, our students cope very well if they move on to the USA or the UK. We work hard to ensure that we do not drown under a sea of unnecessary paperwork. Assessment obviously has an important role to play, but we make sure that it does not dominate our lives. Similarly, teachers are expected to monitor carefully the progress of each of their pupils, but we are eager to ensure that time is not wasted on forms of dubious value or other types of paperwork of questionable worth! Most of our school supplies are bought in from the UK.

Senior curriculum: All Year 11 pupils are entered for the University of London GCSE or Cambridge University IGCSE examinations. All sixth form students follow the full International Baccalaureate Diploma Programme and the Duke of Edinburgh Award Scheme. We are concerned with holistic issues, not just university entrance although 100% of our IB students have entered a university of their choice.

Primary curriculum: We are+ on the way to adopting the IB Primary Years Programme. It is holistic, inquiry based and concept driven. Generally, class groups work through six units of learning a year. We put much energy into catering for the individual needs of our multi-national pupil body.

5. *Information Technology*

The main computer room has 18 PCs; the second, 10 and there are several clusters around the school. Most classrooms have at least one machine. Nearly all of the computers are linked to the network, a growing number by wireless. There is unlimited Internet access. Our connection is at a decent speed, but the limited bandwidth out of Togo can make internet access sluggish: Togo Telecom is in the process of upgrading. All students and teachers are issued a personal e-mail address.

6. *Teaching staff and their duties*

MOST OF THE 27 full-time teachers are expatriates; there are 14 nationalities on the staff. Part-time specialists run activities in dance, karate, piano, other musical activities, swimming, tennis and fencing.

Teachers are expected to contribute to boarders' activities, the main ones being: Saturday morning: 2 hours twice a term; prep duty: 90 minutes, about once every two weeks; after school activities: once a week. Break duties: the frequencies of break-time and lunchtime duties depend on the number of staff involved; last year it was about once every two weeks for secondary teachers and about three of 20 minutes a week for primary staff. Primary staff have lunch with their classes. Secondary years form tutors have some optional contact time, restaurant visits and trips out.

A general point boarding school has a broad role to play in the lives of our students. Teachers are expected to involve themselves actively with the children, so this is not a good place for a '9-5' teacher. We try hard not to employ teachers who feel that their commitment ends with the last school bell of the day.

7. *School year*

THE SCHOOL year is divided into 3 terms. The summer break is from end June to the middle of August. New teachers are required to be in school for 'Induction' a week earlier. The Christmas break is three weeks and Easter is two weeks. The first half-term break is a week, the second and third are shorter so that boarders can stay at the school.

8. *School day*

THE SCHOOL day begins with a short form meeting at 08h00. Lessons end at 14h50 generally, but at 15h 30 for some IB students. Tea is served at 3ish for teachers, with cakes on a Friday. After-school activities start at 15h00. Boarders return to school at 17h30 and 18h00 for supper. Prep is from 18h30 to 20h00. All teachers and pupils are expected to remain on site during the 60-minute lunch break. A cooked lunch is provided free of charge to staff members and their children.

9. *School uniform and Teachers' Dress Code*

PUPILS WEAR a school uniform. IB students have a dress code. Teachers are expected to dress smartly; men to wear a shirt with a collar (some wear ties), and long trousers. Women: considerably, nothing too sexy! Jeans and sports shoes are not considered appropriate school wear.

10. *The Pupils*

FOR MANY teachers, the most pleasant aspect of life in this school is the attitude of the pupils. Nearly all are highly motivated and work very hard, are respectful towards their teachers and do homework on time.

HOUSING

1. *Description*

ALL ACCOMMODATION provided for teachers is situated close to the school in the Residence du Benin. The area was developed in three phases so there are a number of different styles of house. Compared to British homes they are spacious and have large gardens. All are bungalows except for the studio apartments, which have two levels. The windows are fitted with mosquito screens and the bedrooms have air conditioners. The studio apartments contain an entrance hall, a large bedroom/study, a WC and a bathroom downstairs.



Upstairs there is a spacious L-shaped living area, a kitchen, laundry room and a private balcony. Three-bedroom bungalows are provided for families and couples. Single teachers are normally given a studio apartment.

2. Equipment

THE TEACHERS' houses are furnished and basic kitchen utensils are provided, as is a fridge/freezer and a washing machine, but more elaborate items, like, for example, coffee makers and food mixers can either be purchased locally or brought out from the UK, where prices are generally lower. Most other basic household items, apart from bed linen and towels, are also provided.

3. Utilities

THERE IS no mains gas in Togo, so gas cookers operate on bottled gas. Electricity supply is 3 phase, 220 volts, and 50 cycles. We suffered power cuts especially in the dry season. The School building has its own generators. There are the occasional voltage swings, so it is a good idea to protect sensitive electrical equipment, such as DVI players and hi-fi units by using a voltage stabilizer. These can be purchased easily in Lome for about £80.00.

4. House staff

THE TEACHERS, in common with other expatriates, employ local people to assist with household chores. Some get by with just a cleaner, but others employ a cook. For a young family, a nanny is an asset. A full time cook cleaner would expect to earn between 35,000 and 50,000 CFA a month. For those who cannot speak French there are plenty of Ghanaians in Lome, so it is relatively easy to find domestic workers who speak English. Some teachers have felt uneasy, initially, about employing domestic help, but this is an important job creation area. Local statistics show that each paid Togolese worker supports ten others on average. Domestic work is well paid relatively and positions are eagerly sought after. It compares well to hoeing fields in the sun. The school provides night guardians from 6pm to 6am, and also school gardeners will look after your garden for you. The school finds a maid for new teachers initially.

Profile of Togo

Geography

1. The land

THE AREA of Togo is 56,785 sq km. It is bounded on the north by Burkina Faso (was Upper Volta), on the east by Benin, on the south by the Gulf of Guinea (an arm of the Atlantic Ocean), and on the west by Ghana. Togo is a long, narrow strip of land, 580 km from north to south, 130 km at its widest point, and only 45 km across at the coast, with distinct geographical regions.

In the south is a narrow, low-lying coastal belt containing a series of inland lagoons, typical of the Gulf of Guinea. This is a heavily populated plain where manioc, corn, banana and palm oil are grown. In the north, subsistence crops are gradually giving way to coffee and cocoa plantations. A central chain of hills, the *Chaine du Togo*, extends from the northeast to the southwest, averaging about 700m high and reaching a maximum of 986m in Mount Agou in the southwest. To the north of the hills lies a plateau drained by the Oti River, the terrain increases in elevation and becomes more rugged to the northwest. The Mono River and its tributaries drain much of the southern part of the country. The heavily populated mountain region was the traditional refuge of groups fleeing invaders and slave merchants.

2. Plant and animal life

MANGROVE SWAMPS are found in the coastal regions and tropical forests occur in the southwest Savannah vegetation, however, dominates the rest of the country. Crocodiles and hippopotamuses are found in the rivers. Two game parks in the

north are almost defunct. Various species of monkeys and snakes are common away from the urban areas. It is unlikely you will see any other wildlife in Togo; it is the most densely populated country in West Africa and there are no large mammals left in Togo. The butterflies at Kpalime are famous and beautiful, and the cockroaches are large but controllable.

3. Natural resources

PHOSPHATES MAKE an important contribution to the Togolese economy although Togo is not especially rich in mineral resources. Limestone and marble are also quarried. In late 1998 a Norwegian backed project was launched to explore for off-shore oil and gas deposits. It is not expected that an oil boom economy will result.

4. The people

THE POPULATION of six million is made up of more than 20 ethnic groups. The principal groups in the south are the Ewe and the Mina. The Kabye are the most numerous in the north. The descendants of formerly enslaved Africans who returned to Togo from Brazil are called Brazilians. They are economically and politically influential. The small European population is concentrated in Lome: population about 550,000. Religion: The majority profess traditional African religions including Vodoun (Voodoo), which is believed to have originated in the region that is now Togo. 55% are Christian and 12% Sunni Muslim according to the Ministry of Tourism. There is also an active missionary population. Churches are being built in many remote centres.

Languages: The official language is French. The main local languages are Ewe, Kabye and Hausa.

5. Climate

LOME IS located well within the Tropics, but the climate is certainly not oppressive. Maximum daytime temperatures rarely climb above 32° Centigrade and evenings are generally comfortable. Maximum humidity is about 85%. The city has a mean annual rainfall of 80 cm. Most of the rain falls between March and early July, but there is also a short wet season from mid-September until mid-October. This is followed by the Harmattan season that can last from a few days to two months. The Harmattan is a dry wind that blows from the Sahara, often dropping the humidity to 30%. It can be quite dusty.

6. Diplomatic missions

A NUMBER of African countries, including DR Congo, Egypt, Gabon, Ghana, Benin, Guinea, Libya, Niger, Nigeria, Senegal and South Africa have embassies or consulates in Lome. Belgium, Brazil, Canada, China, Denmark, France, Germany, Italy, India, RD Korea, Luxemburg, The Netherlands, The Philippines, Poland, Slovakia, Spain, Sweden, Switzerland and the USA also have missions here. The British High Commissioner for Ghana, based in Accra, is also the British Ambassador for Togo. The embassies of Tunisia, Japan and Russia and probably others based in Accra, also officially cover Togo.

There are several United Nations organisations represented in Lome: FAO, UNDP, UNICEF, WHO and WFP. Togo, under President Eyadéma, was a founding member of the Economic Community of West African States (ECOWAS) and is home to the ECO WAS Fund. The World Bank, IMF and EU also have offices in Lome.

7. Currency and banking facilities

THE LOCAL unit of currency is the Franc de la Communauté Financière Africaine (FCFA). 13 other Francophone, one Portuguese speaking and one Anglophone country in the area also use it, which means that one does not have to change money when visiting nearby Benin, Cote d'Ivoire, Burkina Faso or Niger. The introduction of the Euro has made no impact on the value of the currency. At the time, € 1 = 6.56 FF so € 1 = 656 cfa. The Euro salary value will be protected if there is any adjustment. The sterling rate is about 750 although this varies a lot.



Banks: Several African development and commercial banks have their headquarters in Lome and are generally linked to major banks in Paris. Despite being an important regional banking centre, credit cards are only now gaining a foothold, so there is little use for them locally, although they are useful for ordering items through the internet, or arranging long-distance presents. The BTCI bank, UTB Bank on the residence and Ecobank have ATMs and Wells Fargo operates a wire service in town.

Salaries: Teachers are expected to open a bank account, preferably with UTB, the school's bank. Salaries are paid by bank transfer, cleared by the last Friday of the month, although there is a degree of flexibility at special times. Services include the cashing of cheques.

CLOTHING

THE INHABITANTS of Lome - Togolese and expatriates alike - tend to wear light weight cotton. Coats and sweaters are never needed on the coast. Cotton material is readily available and cheap by UK standards. There are also plenty of tailors in Lome who can make a garment quickly. The standard of their work is often very high. Good quality underwear is difficult to obtain so teachers should bring a plentiful supply with them. Shoes and trainers can be purchased in town. Good quality footwear is cheaper & more readily available in the UK. There is a huge second hand clothes market in Lome. A jacket and tie are needed only for cocktail invitations and formal school functions.

4. TRANSPORT and COMMUNICATIONS

1. *Air travel to and from Togo*

THE SCHOOL will provide successful applicants with an air ticket from your country of origin to Lome. An air ticket home is provided at the end of your contract and then each year after that.

Detailed flight and shipping arrangements and a formal letter of employment will be sent to successful applicants along with an air ticket. A visa is needed for entry into Togo and although the French embassy in London will, allegedly, issue one, it is a right rigmorole getting them to do so. Visas are issued at Lome airport, which is one of the easiest to manage in Africa. Getting a visa here is straightforward, especially since someone from the school will be there to facilitate the process - and to take care of the journey from the airport to the teachers' accommodation.

The Salary Year runs from August 1 through to July 31. The school will pay over part of the salary for August upon arrival. This will help meet initial expenses, although money may be needed for a car and/or TV and DVD etc. (Six weeks to the next payday!) NB: The letter of employment and/or your contract may be asked for at the check-in desk, so please carry both with you.

2. *Personal Effects*

EACH YEAR the school receives one container from the UK. The first leaves mid-July to arrive a week before school opens. Personal effects for Lome should be forwarded to the school's shippers at the following address:

The British School of Lome
Attn. (Your name)
Hellmann Worldwide Logistics
Hellmann House
Colnbrook By-pass
SLOUGH
Berkshire SL3 OEL

The normal allowance is one cubic metre per teacher and half a cubic metre per dependent. Personal effects should be carefully

packed, sealed in strong cardboard cartons and clearly labelled with your name and "The British School of

N.B. Personal effects are brought out free of charge; however, they are sent back by air at the end of the contract as unaccompanied baggage when the school pays for an allowance of 75 kg per employee. Each additional kilogram costs about £2.00. Please ask if you are considering bringing out heavy teaching aids or if you would like more space for personal effects.

3. *Mail, telephone and fax services*

THE MAIL service between Togo and the UK is generally reliable. It usually takes from six to ten days for a letter posted by fast post 'Recommandation' in Lome to reach an address in Britain. This depends on flight availability for the day of posting at Lome airport. As in all countries, valuable articles should not be sent through the post. Important mail may be sent to the school's UK address. It will then be flown out to Lome in the school's monthly air parcel. An at cost airfreight charge of £8.00 a kg will be made for anything other than letters.

This is about a third cheaper than the UK airmail charges to Togo. Please note the airfreight costs.

The UK school address is:
The British School of Lomé
Attn. (Your name)
Hellmann House
Colnbrook By-pass
SLOUGH

Berkshire SL3 OEL

The direct mailing address of the school is:

The British School of Lomé
Residence du Benin
BP 20050
Lomé
TOGO.
West Africa.

(Include West Africa so that letters do not go to Tonga!) Courier services such as DHL and EMS (DataPost in the UK) do operate in Togo. They are fast and reliable and charge about €30.00 for 1 kg, which is good value for this sort of service - contrast with UK DataPost to Lome at £46.00 for the 1 kg.

Telephones: Most of the teachers' houses have a telephone, but if we acquire a new house, it takes time to have a 'phone installed. Call Back systems are easy to set up and can reduce the cost of long distance calls. The latest Internet telephone packages and personal fax systems (no fax machine required) are very good. It is worth bringing a notebook computer just to take advantage of the dramatic savings that using such a package would give. By regular telephone, it is twice as expensive to call the UK from Lome as the other way round. Togo is on Greenwich Mean Time (GMT), so the time here is either the same as or, in the northern summer, one hour behind the UK.

The school telephone number in Togo is (+228) 226-96-06. Mobile telephone services are reasonable. UK 'phones (any GSM model) should work, but they might need liberating which costs about £20. A sim card costs about £2.50 The cheapest new phone to buy here is about £20. There is a school mobile for staff to use on trips out and other school business. Togocel roams in 180 countries and costs £2 to activate. E-mail in school is free to students and teachers.



4. *Transportation within Lome*

THERE ARE no suburban trains or buses within Lome, but there are plenty of taxis, which are cheap. Within the city area a private taxi will cost about 1.000cfa, from school to town or a shared taxi is cheaper. Lome is a comparatively safe city. The crime rate is low. Teachers have had very few problems going out at night only the beach area at night is best avoided.

5. *Transportation outside Lome*

THERE ARE flights to most of the other capital cities in West Africa and to a number of major cities in other parts of Africa too. Ethiopian Airlines, Air France, Afriqiyah, Royal Air Maroc and several regional airlines fly direct from Lome. The journey from Europe to Lome takes about six hours. There are no intercity buses. The Germans and French left Togo with a small rail network, but it proved difficult to run profitably and is now closed down.

Travelling around Togo, however, is very easy as communal taxis ply back and forth between Lome and all regional centres. Travel to the neighbouring countries by road or air is possible. Local airfares are fairly reasonable: Visas for these countries (and others) can be issued in Lome.

Purchasing vehicle

NEW CARS are slightly more expensive in Togo than in EU countries. There are plenty of cheap, second-hand vehicles available and they hold their price well. A decent secondhand car to last you a couple of years without much trouble would cost around 2 million cfa. Petrol costs are significantly less than in the UK, and insurance premiums and repair bills are considerably cheaper. An international driving licence is needed to drive in Togo and the surrounding countries. Insurance needed for driving in the ECOWAS countries is normally part of the insurance policy issued to cover Togo. Third party, fire and theft cover costs about £100 a year. It is unusual to take out fully comprehensive cover. Car purchase can be arranged through a very reliable contact. This service covers all the necessary documents for a car.

Food

Much of the locally produced food is extremely cheap by UK standards. Bread, beer, eggs, fish, fruit, prawns and vegetables are readily available at very low prices. Locally prepared meat is also relatively cheap: good fillet is about £4 kg from Romeo. Marox meat is very good. There are several supermarkets in Lome, the most important being Leader Price, Ramco (x4), City Mart, King Cash, Assan's, le Bon Samaritain and Horizon Ivato, a large Chinese supermarket. They stock a variety of imported foodstuffs from the USA, Britain, France, Germany and China. Prices are generally reasonable, but watch out for occasional items that are more expensive than in the UK. Beer and whisky are considerably cheaper here than in the UK. There is a Ramco supermarket 200m from the school.

Eating out

Lome has acquired something of a reputation for the excellence of its restaurants. All of the top hotels have at least one restaurant and there are Chinese, French, German, Lebanese, and Vietnamese restaurants in the city as well as many local African restaurants. Fufu is a speciality. As one would expect, these vary in quality, but any restaurant offering sub-standard or overpriced food would soon go out of business, as competition is intense. Many restaurants serve good, cheap seafood. A lobster thermidore can be had for 10,000 cfa, for instance. There are teachers who do not eat out all that often because their cooks prepare meals every bit as good as those on offer in the city's restaurants.

HEALTH CONDITIONS

1. *Immunisation requirements*

WE ADVISE all teachers to be in date for

- Yellow Fever - within 10 years. Polio - within 10 years.
- Tetanus - within 10 years.
- TB - children should be immunised, but this is less important for adults.

If you plan to do some low budget travelling in the region then consider having the following:

- Typhoid Fever - within 3 years but oral typhoid capsules require boosting annually.
 - Hepatitis 'A' - not Gamma globulin injections.
- Vaccinations can be done safely in Lome.

2. *Malaria*

Malaria is a definite risk in Lome. The WHO states that they do not advise taking prophylactics. It is better to take malaria medication promptly should malaria be caught.

Not all mosquitoes carry and pass on malaria, only pregnant female Anopheles that have recently bitten someone who already has malaria do. Malaria is lifestyle related. The malaria carrying mosquitoes are active between sunset and sunrise. All our houses have screened windows to keep out mosquitoes. If you enjoy sitting outdoors in the evenings bum mosquito repellent coils. They are cheap and last eight hours or so. If this is not practical, wear a mosquito repellent cream. If your house doors have been left open in the daytime, and this is common practice because of the climate, spray the dark places such as under tables and beds. Local bars are a very good source of malaria so it is worthwhile wearing long trousers and socks or carrying a repellent cream with you. The creams do not have an overpowering scent.

Tests for malaria are simple, take about 20 seconds and can be done at the nearby pharmacy and the results are ready the next day. Treatment is straightforward here.

3. *Medical care and facilities in Togo*

SAFE DENTAL treatment is available at a number of local private clinics. Doctors are competent and readily available. Private clinics and the Baptist Mission hospital run by Americans provide for operations and emergency services.

Teachers are comprehensively insured for medical treatment and evacuation under a BUPA scheme set up with the European Council of International Schools (ECIS), and also insured against Permanent Disability. The school has not had the need to evacuate anyone so far. Local pharmacies are well stocked and most medicines (including those on prescription) are available as over-the-counter drugs. If you are on a long term prescription drug, it would be wise to bring an adequate supply as not all UK drugs have a French equivalent.

Opticians stock most standard lenses and imported frames, although they are less than half the price in Accra where a new pair of good quality reading glasses, for example, cost about E90. If you wear glasses, it makes sense to bring your prescriptions with you in case of loss or breakage.

RECREATION FACILITIES

THE ATLANTIC Ocean offers limited recreational due to the strong undertow. An exception is fishing, which is possible from the shoreline, or more interestingly, by boat. Marlin and sailfish are not unusual catches. The same boats can be used for whale watching which can be quite spectacular. There is only one spot that is protected by a natural reef, where swimming in the sea is safe. (See Lake Togo below) The school provides free membership to its sports complex: 25m pool, four tennis courts and Restaurant snack bar. Most of the international hotels offer annual memberships for swimming and tennis. There are squash courts nearby.



The German, French and American cultural centres present films and cultural events in their national language. French films are shown at Greenfields, a well-liked pizzeria. BSL has its own wide screen facility for showing DVD films. Togo's only golf course, a horse-riding school and the motorbike scramble track are located just north of Lome.

It is possible to visit safely local markets and villages: Togo is one of the easiest countries of Black Africa to live in. Travel within Togo and to surrounding countries offers interesting weekend trip options. (See visa notes under Transportation outside Lome.)

Lake Togo, 35 km east of Lome, has facilities for swimming, sailing, wind surfing and jet-skiing.

Kpalime 100km from Lome is a popular weekend retreat for those who enjoy hiking in the ++ green forested hills.

Home entertainment is among the most important forms of socialising. Both formal and informal dinner parties are common, as are barbecues.

French is the usual form of communication in all areas of business and in financial transactions. In most forms of entertainment and cultural events, and for the majority of social functions, the most widely used language is French but many people speak English.

Prospective teachers/parents should be aware that the British expatriate community in Togo is small. However, there are a number of American, Canadian and English speaking African expatriates in Lome, on diplomatic, VSO or religious missions. A reasonable knowledge of French is a definite asset but not a necessity for living in Lome.

RELIGIOUS FACILITIES

THERE ARE numerous Roman Catholic churches in 1 Togo, including a cathedral in Lome. Several Protestant denominations also conduct services in Lome. Services are held in the local languages and sometimes in French.

There are English language ecumenical and catholic services in Lome every Sunday morning and also Sunday school classes for children.

READING, LISTENING and WATCHING.

1. Newspapers and Magazines

There is a wide variety of foreign newspapers available in Lome, but most are in French. The school library is well stocked with adult fiction and non-fiction.

2. Television, DVDs and CDs

WE ARE JUST starting a DVD collection in the library. There is a small ageing selection of videotapes in the school library. Many of us have DVDs; cheap DVD players are available in Lome. A 21-inch multi-system television costs about £70. Ghana TV can be picked up. Satellite television costs about £450 all in plus monthly E30. The school buys back systems from leaving teachers to sell on to new staff, so deals may be available. The system carries many digital audio channels. The school has a satellite system installed.

Typical House Inventory

Below is a typical house inventory. It is included here just to give a feel of what is provided and is in no way binding – properties do vary in some interesting ways.

Kitchen: Appliances refrigerator with small freezer, automatic washing machine, 4-burner gas cooker – oven may be electric. Baking trays bottle openers, bucket, bun trays, casserole dishes, cheese grater, chopping board, corkscrew, ceiling fan
Crockery - Cups, & saucers., Dinner Plates, Egg Cups, Mugs, Tea Plates, Cruet Set

Cutlery - dessert knives, forks and spoons
door mat, drainer, dustbin, dustpan and broom, flan dish
Glasses. - Wm brandy and sherry tumblers: Inge and small wine: red and white

Other Items: iron and ironing board, jug (measuring electric kettle, kitchen scales, kitchen Wisk, lemon squeezer, oval cooking dish, plastic bowls, plastic mixing utensils, potato peeler, roasting dish, rolling sandwich tins, saucepans, stoup knives, sieve, sweeping brush, sugar bowl, teapot, tin opener, trays, vinegar bottles washing bowls, water filter, whisk, wooden spoons. Waste paper basket.

Lounge: Arm chairs, bookcase, ceiling fan, coffee table, curtains, dining table and chairs. Standing lamp 2 or 3 seater sofa, side table and unit (shelves, cupboards and drawers)

Bedroom 1: air conditioner, bedside table, chair, curtains, desk, double bed, lamp (small)

If three bed villa:

Bedroom 2: air conditioner, bedside table, chair, curtains, desk, double or single bed, lamp.

Bedroom 3 as bedroom 2

Outside painote, garden table and chair