



## DongFang Chinese Institute Dongfang@YMCA day camp Guidelines

### Objective

#### 目标

Provide a mixture of a learning environment for Chinese language and culture along with values-based social and physical activity

东方中文学校旨在提供既学习中华语言和文化，又增强体质和交往能力的夏令营。

### Eligible Ages

#### 适龄

Children 6 through 12 years

本营适于 6-12 岁学令儿童

We expect to have two classrooms one for each age/ability range. For example ages 6-9 may be one group and ages 10-12 the other.

我们计划招收 6-9 和 10-12 两个年龄班。

### Schedule

#### 日程

Begins Monday 9 August 2010 – 5 days per week

Finishes Friday 3 September 2010

### Daily Schedule

#### 课表

Drop off 07:30 until 08:00

Location – West Side Technical Institute – rooms TBD

Pick Up 17:00 until 18:00 – additional charge may apply after 17:30

Location – Rauner YMCA 2700 S. Western Ave – immediately north of WSTI

Parents will be required to sign-in their children in the classroom each morning. Parents will be required to show ID and sign-out the students at pick-up time.

家长必须呈递有效 ID 和签字，才可接走学生。

Late pick-up fee will be \$ 10 per child if between 17:30 and 18:00. After 18:00 the fee will be the \$ 10 fee plus \$ 1/minute per child. These fees will be payable at the time of pick-up to the YMCA.

在 17: 30 以后，18: 00 前接学生的家长，需另付\$10. 6: 00 以后将按每位每分钟\$10 收取。这些费用将直付给 YMCA 值班人员。

If parents are unable to pick-up their children themselves, they must complete a YMCA alternate pick-up authorization form with the details of their people authorized to pick up their children.

### **Daily Activity Plan**

#### **每日活动表**

A detailed schedule of activity will be published before the start of the summer session. The basic plan will be for half day of Chinese language, culture, and arts to take place each morning. The afternoon session will include sports games, swimming, and class activity together with the YMCA. 东方中文学校将公布每日活动详表。基本计划是每天早晨有半天时间学习中文，中国文化，中国艺术和其他辅助课程。下午将在 YMCA 的设施内进行游戏，游泳以及集体锻炼等活动。

### **Staff Plan**

#### **教职员工**

Each class will be staffed with one of our regular DongFang teachers and one to two high-school aged counselors to support the teacher. We encourage our senior student (high school) to take the opportunity to be trained as student counselor for their community service. The counselors may have 50% off for their tuition in next semester of Dongfang registration. The detail information can be available soon.

每班将由一位东方中文学校的老师执教并配备 1-2 位高中生助手。东方鼓励本校高年级有一定中文水平的高中学生报名担当夏令营助手。获选的助教可获得 50% 的下学期中文课学费减免。详情将随后公布。

There will be a program manager stationed at school for each day of class. This staff member will be interviewed by school administration. This person will serve as a back-up for emergency situations, an assistant for lunch and other transit periods, as well as to provide support to the teachers for planning and logistics. This program manager may be a hired position or it may be comprised of parent volunteers.

夏令营将配有一位管理员。校委会将负责面试。管理员管理夏令营的具体事务，包括紧急情况处理，午餐和送学生到 YMCA, 以及担当代课老师，管理义务服务家长，与 City College 和 YMCA 协调。学校将优先考虑家长人选来担任此职务。

Afternoon activity at the YMCA will be staffed according to their guidelines. YMCA guidelines call for a ratio of counselors to students depending on age. Our DongFang counselors will participate in the afternoon activity with all students and obtain the consular training from YMCA. Our Chinese teachers will not participate in the afternoon activity.

下午活动将由 YMCA 的工作人员按照其规定管理。YMCA 对学生和助教有比例要求。东方中文学校的助教将继续中文课后参与 YMCA 的活动，接受 YMCA 对助教的职业训练。东方中文学校的老师将不参加 YMCA 的活动。

### **Registration Process**

#### **注册手续**

Sign up will begin 8 May 2010 and continue until the program is full. We estimate a maximum of 40 children can be accommodated. All payments and registration will be to DongFang Chinese Institute. The school will handle administration with the YMCA.

登记将自五月八日开始，到名额满为止。我们计划接收 40 名学生。所有费用和登记为东方中文学校所管。东方将负责与 YMCA 的注册登记。

Deposit due at the time of registration is \$ 50. The total cost for the four-week session is \$ 685. The remaining balance due must be paid prior to June 30, 2010.

预登记费用为 \$50. 四周全费为 \$685. 为了保证按时开学和 YMCA 的费用, 在 6 月 30 日前, 交齐全费。

The cost will decline if more students sign up. We hope to bring the cost down to \$ 625 if we can achieve a full program. The school will refund the difference after the first day of camp.

学校将随学生登记人数增加而降低费用。 如果可以达到满员 (40 人), 四周全费为 \$625. 东方将在第一天开学后退回差额部分。

Registration fee includes Chinese box lunch 4 days per week. YMCA will provide a box lunch for each student on Wednesday field trips.

注册费用包括每周四天的中式午餐。 家长需要每周三为学生准备午餐, 已备学生参加 YMCA 的外出活动。

Fees also include all learning materials for the course as well as a registration fee for City Colleges of Chicago.

学费还包括所有学习材料以及付给 City College 的注册费。

We may be able to offer two-week session participation for those who have schedule conflicts. We expect that the two week session fee will be \$ 350 per student. This fee will not change depending on overall enrollment.

我们为有其他安排的家庭提供两周的计划。 每位学生的费用为 \$350. 学生注册人数增加, 此类收费将不变。

Due to the nature of the program which adjusts tuition based on enrollment, the canceled registration will affect the budget. To be fair for all families, the cancelation charge will be \$ 50 per student if notice is received before 6 July 2010. The space will offer to the next on the waiting list. Students who cancel participation after 6 July will not be eligible for a refund of the \$ 250 deposit. The balance of the session will be refunded on a pro-rata basis depending on when the student withdraws from the class.

由于本夏令营项目根据学生注册人数而降低学费, 所以登记名额后又取消将影响总体的预算。 七月 7 日前取消注册将被收取\$50 的手续费后, 退回学费。 名额将给与等候名单。 七月 7 日后取消的学生, 将不予以\$50 退费。 开学后的退学, 有特殊原因的, 学校将按比例予以一定的退费。 敬请大家理解。

### **Behavior requirement**

#### **品行要求**

All Dongfang Chinese School requirements for students and parents will apply for this program.

There may also be additional behavior standards from the YMCA which the students will be expected to follow.

营员和家长必须遵守东方中文学校和 YMCA 的各项要求。

### **Information & Registration Contact**

DongFang Chinese Education Institute

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