



DongFang Chinese Education 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 August 06 2018 – 5 days per week

Finishes Friday August 31 2018

Daily Schedule

课表

Drop off 07:30 until 08:00

Location – AVI, Richard Delay City College– Activity room

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

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

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 college 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.

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。请联系校长。

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 as an option. 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继中文课后可能参与 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 April 07, 2018 and continue until space 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.

登记将自四月七日开始，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。

The total cost for four-week session is \$ 835. The one-week session fee will be \$250 per student. The two-week session fee will be \$445 per student. Registration fee is \$10. The discount based on length of the camp from 2% to 5%. The remaining balance due must be paid prior to **June 30, 2018**.

四周全费为 \$835. 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 \$445. 一周的特殊项目的费用为 \$250. 提前注册可有~2-5%优惠。注册费\$10. 为了保证按时开学和 YMCA 的费用, 在 **6月30** 日前, 请交齐全费。

YMCA will provide a box lunch for each student on Wednesday field trips. Dongfang will provide hot lunch ad hoc for party.

YMCA 每周三为学生准备午餐。东方会为学生安排不定期的中式午餐活动。

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。

The cancelation charge will be \$ 200 deposit per student if notice is received after **June 16, 2018**.

The space will offer to the next on the waiting list. Students who cancel participation after **June 30, 2018** will not be eligible for a refund. Prorated refunds will be considered for serious medical reason only.

6月16 日后取消注册将被收取\$200 的预注册费后, 退回学费。名额将给与等候名单。**6月30** 日后取消的学生,将不予以退费。学校仅对严重医疗原因的学生, 考虑按比例退还学费。敬请谅解。

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。

Daily behavior sheet 每日品行报告

- Warning: If a child is disruptive during Mandarin class all day he/she will be give parent a warning sheet which given on following morning. 学生如果严重干扰中文课教学, 将得到警告通知一次。在第二天早晨, 送交家长。
- Three warning sheets will trigger a parent meeting. 学生如果累计三次警告, 学校要求会面家长。
- If no improvement, parent will be called to pick up the child as soon as possible. 如果没有改进, 学校将要求家长立即接走学生。
- The school reserves the right to suspend the child to attend the camp. 学校保留取消此学生参加夏令营的权利。

Information & Registration Contact

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