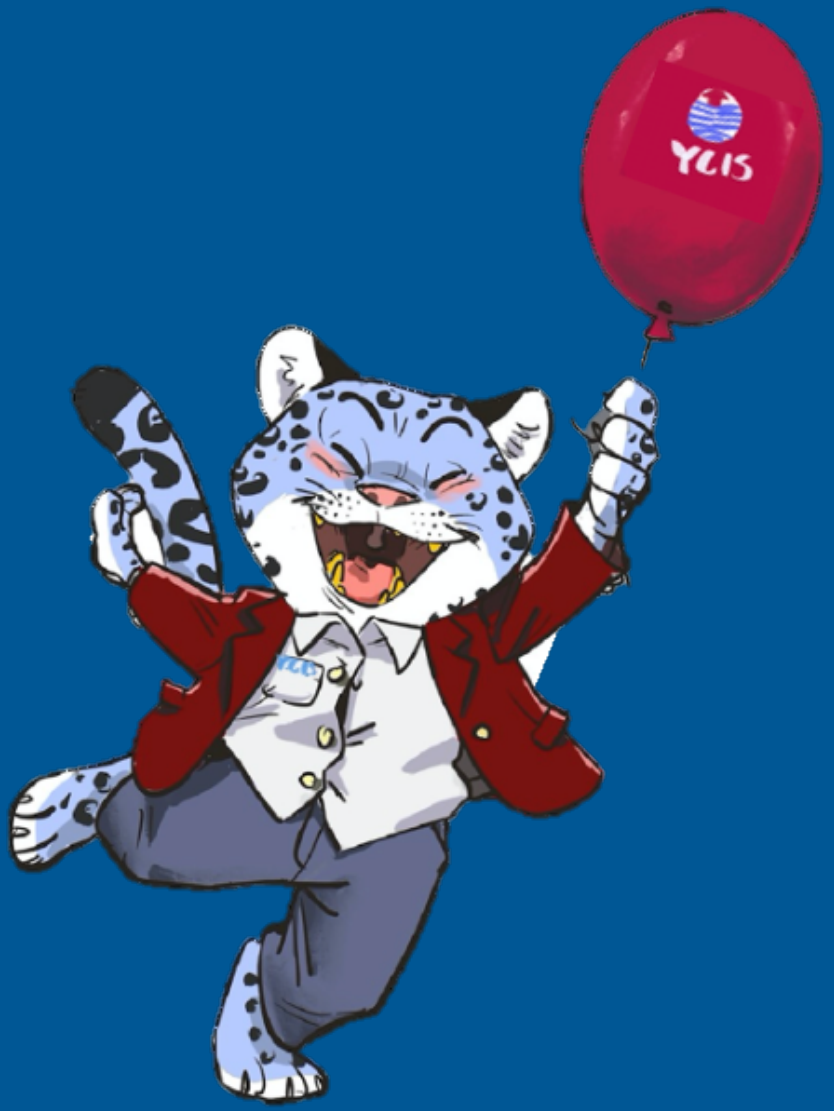
#iloveYCIS

YCIS



Primary Staff Meeting August 26, 2021

News & Updates

- Bootcamp today - postponed
- Parent Webinar
- Check – new teachers receive blog notifications
- Staff Badges – see office staff
- Staff Bios
- Inspection
- Field

Swimming - Dave

Swimming Supervision

- **Role:**
  - Take register of students
  - Travel with students to the venue
  - Supervise students in the café area
  - Send students to get changed when it is their class
  - Tick the names off once parent picks student up.

- ***When:***

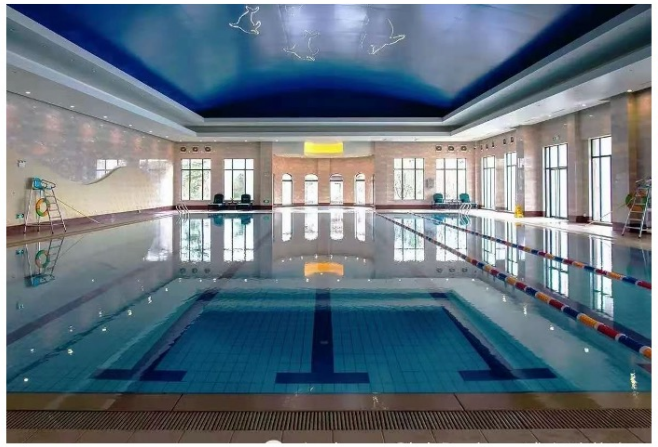
Tuesdays- 4:00pm-6:15pm

Fridays- 4:00pm-6:15pm

- **Benefits:**
  - Option of free swimming classes for your Child
  - Option of Free Gym membership at the Ambassy Club (tailored to suit your needs)
  - Full stash of YCIS PE Department hoodies, hats and tracksuits
  - Fitness Center, indoor & outdoor pool, sauna, steam room etc.

Swimming

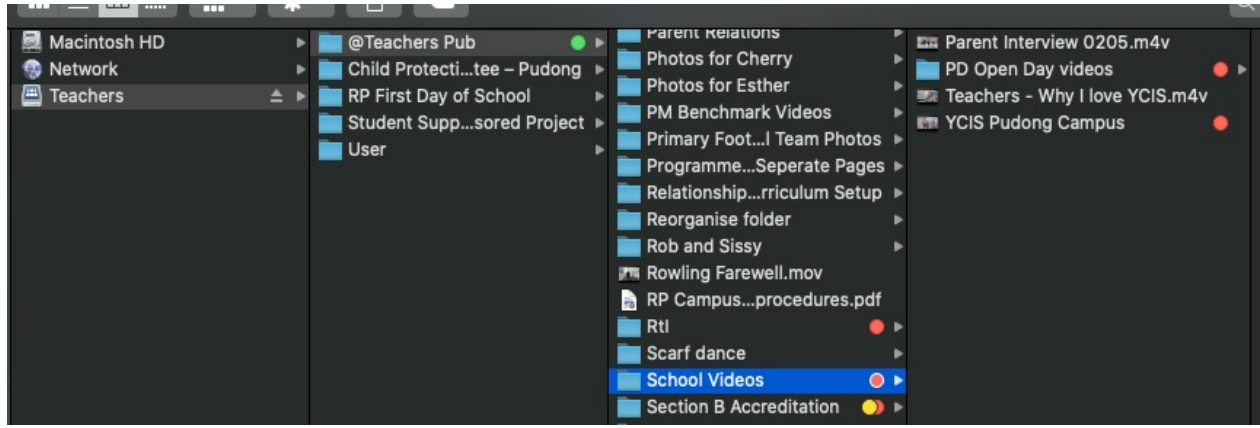
10:04
5G
My QR Code
David
Luwan, Shanghai
Scan the QR code to add me on WeChat



CCAs (Kirstie)

- CCA sign-up reminder

Orientation



- Make parents feel welcome
- Have activities for children to do
- Play video on screen
- Have a timetable on view
- Highlight PE/Library times, in case parents need to know.

- Smile! First impression matters a lot for “GuanXi“

Required Documentation for Orientation Day
为了保证顺利入校，请提供所要求的证明

Class teachers to receive this prior to Orientation Day:

- **Shanghai Green Code of both parents, and Travel Record**
- **Complete the online Health Declaration Form**

请在来校参与活动之前，向班主任老师提交：

- 上海绿码（随申码）
- 行程码
- 完成网上的健康申报表

通信大数据行程卡

Online Health Declaration Form
家庭健康申报表及承诺书

Other Points to note

- Try to make sure you get to speak with all the families
- If a parent tries to dominate the conversion and/or your time, then take contact details and say that you will answer questions later
- Remind parents that more information regarding curriculum and programme will be given to them at PIE – make sure you have the dates available in case parents ask
- Any questions beyond your control, please pass on to CLT

Orientation Duty Roster (Marc)

	8-9	9-10	10-11	11-12	1-2	2-3
-Huama rd Entry	Rob W Michelle	Sissy Joanne	Kathleen Jamie	Jon Roseline	Marc Connie	Amy Chu Tania
-Building B Entry	Ettie Zhang Cathy Yang	Sarah Chen Jade Shi	Heidi Zhu Kelly Lai	Flora Chen Amy Bu	Shine An Sissy	Stiles Song Rob
-Courtyard	Kirstie	Emma	Mira	Diana	Haruka Aris	Sophie Uyee

1st Day Procedures

1st day procedures

Staggered Entry Times 错峰入校时间

Morning 早晨:

- Y3-4 : 7.30 - 7.45am
- Y1-2 : 7.45 - 8.00am
- K4: 7.50 - 8.05am
- K3: 8.05 - 8.20am
- K2: 8.20 – 8.35am

- CP Y5-6 : 7.40-8.10am

- School buses arrive as previously communicated by school office.
- 校车到校时间不变

- If parents have two or more children at RP, please choose the most suitable timeslot.
- 如一家有多于一个孩子，可以选择其中合适的一个时间短。

Student Entry - Gate Entrance 学生入校-校门

Regency Park Campus

- Temperature Check
- Scan QR Code

RP校区

- 红外热感体温检测
- 学生卡扫码

Century Park Campus

- Facial Recognition gates
- Temperature check

CP校区

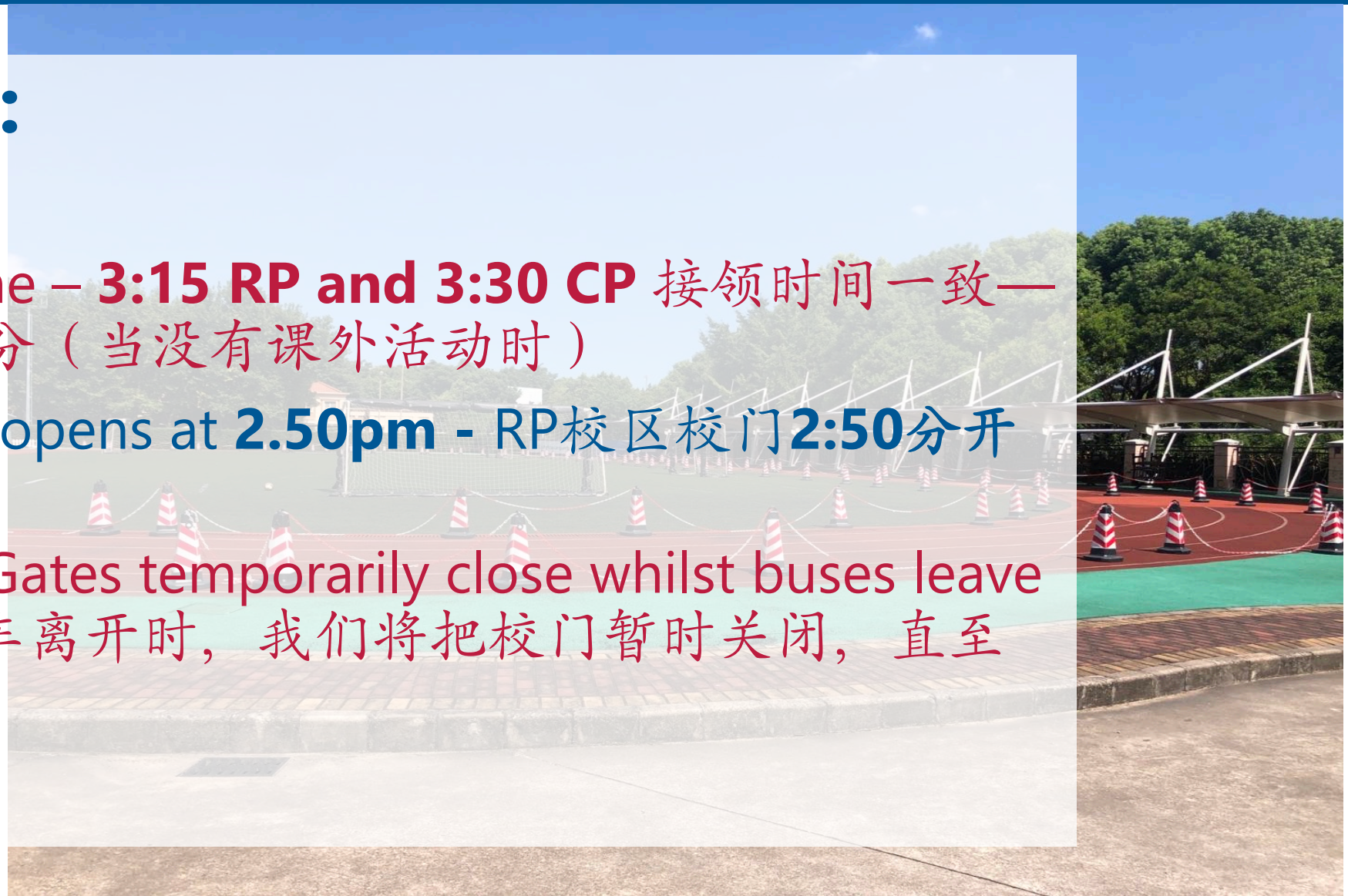
- 人脸识别
- 手部体温检测

Century Park Entrance 世纪公园校区大门

Pick-Up Times 接领时间

Afternoon下午:

- Dismissal time is same – **3:15 RP and 3:30 CP** 接领时间一致—RP 3:15分，CP 3:30 分（当没有课外活动时）
- RP Liu Shan Rd Gate opens at **2.50pm -** RP校区校门**2:50**分开始开放
- When Buses leave - Gates temporarily close whilst buses leave - 为安全起见，当校车离开时，我们将把校门暂时关闭，直至所有校车离开



Pick-Up Procedure at RP 放学时家长入校接领流程

- Exit gate LiuShan Road, no exceptions 所有人员一律从柳杉路校门离校
- Students line up under covered area by the side of the field, supervised by their teachers 学生从各年级专用通道进入操场跑道区域等待家长，班级老师将陪伴学生
- Please ensure children have appropriate rain clothing (rain coat, boots, umbrella), in case the weather is wet. 请为孩子准别一套备用雨具（雨衣，雨鞋或雨伞）供雨天使用

Car Park info – RP

Monday to Friday, can park along HuaMu Rd at following times. Please note that cars parked along Hua Mu Road outside of the times listed above will likely receive a parking ticket.

- 7:00am – 9:30am
- 11:00am – 12:00pm
- 3:00pm – 5:00pm

In order to receive your copy of the 2021-2022 parking card, please show your Parent ID card to the security guards and pick up it from the Security Guard Office.

Temperature checks

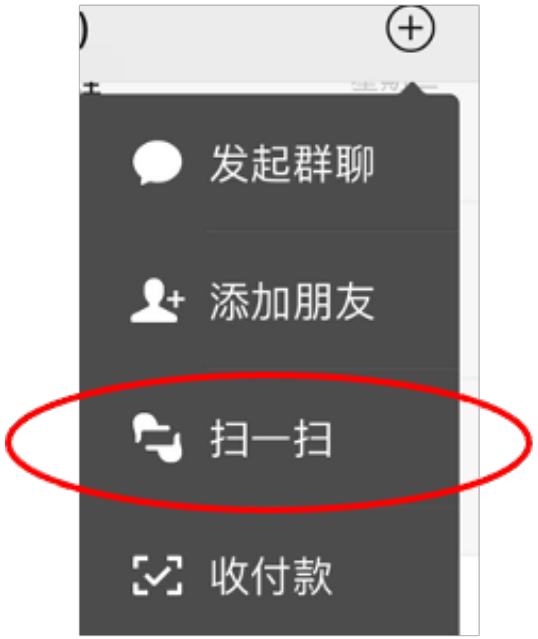
Important that these are done:

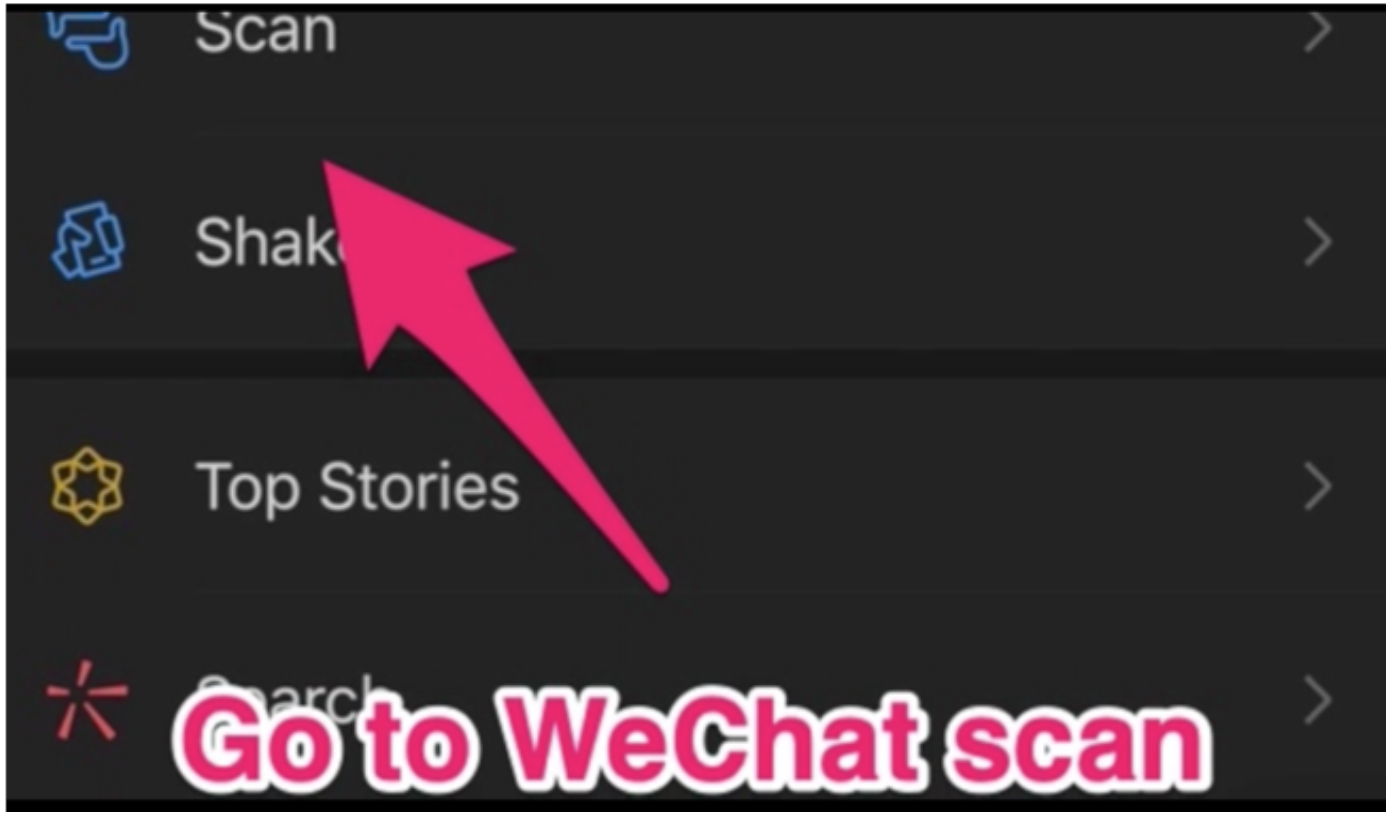
- Students/staff continue to fill in WeChat forms.
- Temperature tent upon arrival
- Lunch time (CP – temp tent, RP in classrooms using app) – before 2pm (including teachers)
- All classrooms will be provided with a forehead thermometer - check
- Fever definition is 37.3

Temperature checks

Step 1： Use your Wechat “SCAN”

打开微信“扫一扫”





Temperature checks

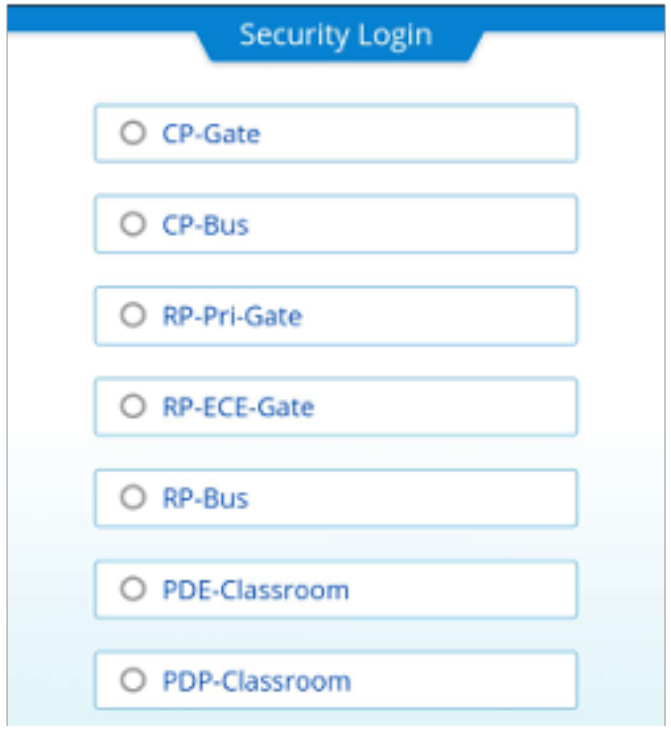
Step 2： SCAN the below Security System Code

扫一扫保安登入系统

保安登录（微信）

Temperature checks

Step 3： Choose Your Location
选择你对应的位置



PDE：ECE

PDP：PRI

Temperature checks

Step 4： CLICK the blue bottom to start students' ID Scanning

选择蓝色“扫码”按键，进入学生ID扫码界面

Temperature checks

Step 5： Check each student temperature in the classroom and scan their ID code

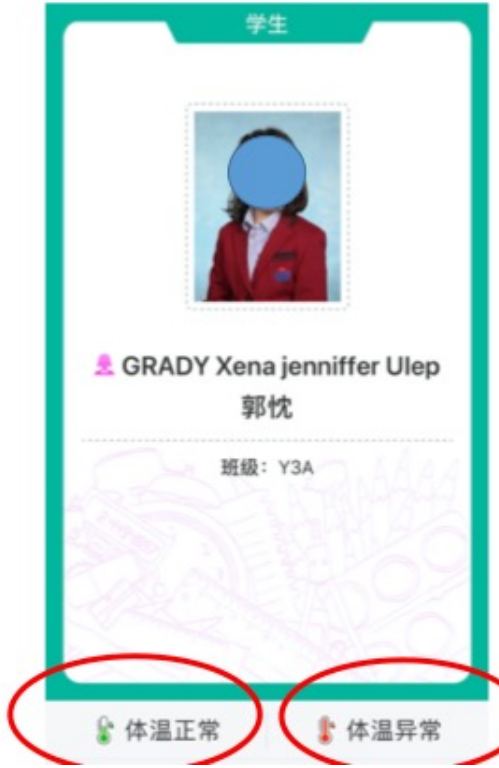
在班级里检查每个学生的体温，并扫码学生的ID二维码

Temperature checks

Step 6： Choose according to the actual situation and submit

根据学生的实际体温情况，进行选择并提交

Temperature is normal



Temperature abnormal

First Day Preparations

First Day Preparations

Place an enlarged class list outside your classroom door (but don't put it up until Monday morning, no nationalities/ages).

Clearly label your classroom entrance with class name and both teachers' names (written in Chinese and English)

Have an activity students can start when they enter the classrooms.

First Day Preparations

Organise orientation tour of the school in the morning. Year leaders to ensure not all classes go at the same time. Let specialists know when the tours will take place, so that they can be in their rooms when you tour. Please ensure you go to the play structure and explain safety rules etc

Arrange a buddy for new students – look up their portfolio prior to the first day.

Escort students to the cafeteria for the first few days (Y1-2 is critical) – sort out any lunch card issues – Year teams to decide class tables in Cafeteria

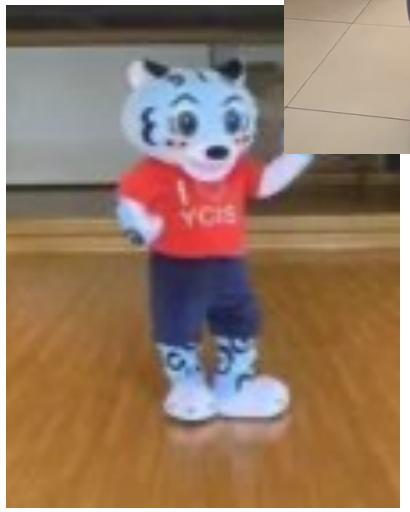
First Day Preparations

Chinese teachers make arrangements as to how students will move to their Chinese lessons on first day.

Prepare classrooms e.g. backing fabric on all display boards, reading books and textbooks arranged, equipment bilingually labelled, timetable, daily schedule on whiteboard, etc…

Diaries/folders ready to be sent home on the first day. Write a welcome message/class newsletter (Year Leaders will organise this). If available/appropriate, send a reading book home with each student on the first day.

First Day Preparations



First Day Blog

Year levels to have first day welcome blog post

What to include:

- Welcome message – 'short and sweet'
- Introduction of all teachers in year level
- Brief info about what is happening in Week 1 and 2 (Math PBL, Headstart)
- Reminder about PIE event in Week 2
- Week 1 diary note with QR code for blog – replacing welcome letter

Duties

- New play area (Telly-tubby area) to be **closed for Week 1** to give all classes enough time to visit and discuss safety with students
- Year levels to work with students on **Do's and Don’t's** for new area – link to Helping Hands (being safe and responsible)
- Remember to check master copy outside auditorium – final changes/swaps need to be made before 9am tomorrow
- More flexibility with duties as soon as more teachers return

Other Points to Note

- Student Concerns - Give them time to settle
- EAL will start straight away for Y1-3 – although testing may occur for some new students
- PE class for Y1-4 – first one could be getting used to the telly-tubby area/expectations etc…

Other Points to Note

EAL In-Class Support starts from Monday – although be aware students may be withdrawn for EAL assessment

Specialists start Monday afternoon. However, introduction to specialist teachers on Tuesday during tour in morning. Specialists and co-teachers to run through routines and expectations when in the specialist area.

Arrange with your co-teacher who take class to field for pick-up and who will take students to bus.

Field Trips/Excursions

No fieldtrips of excursions for the time being (semester 1)

Camps – will take place end of April.

Health & Safety

- If students come back from low-risk area but haven't stayed in SH for 14 days, will need 1 cov-19 test reports before coming to campus.

- If any special situation which teachers not sure about it, please have them contact office to follow it up.

Welcome Year level Assembly

- Introduction of teaching team
- Charter for Success (video)
- Helping Hands
- Health & Safety reminders and procedures.

Parent Information Evening

Parent Information Evening

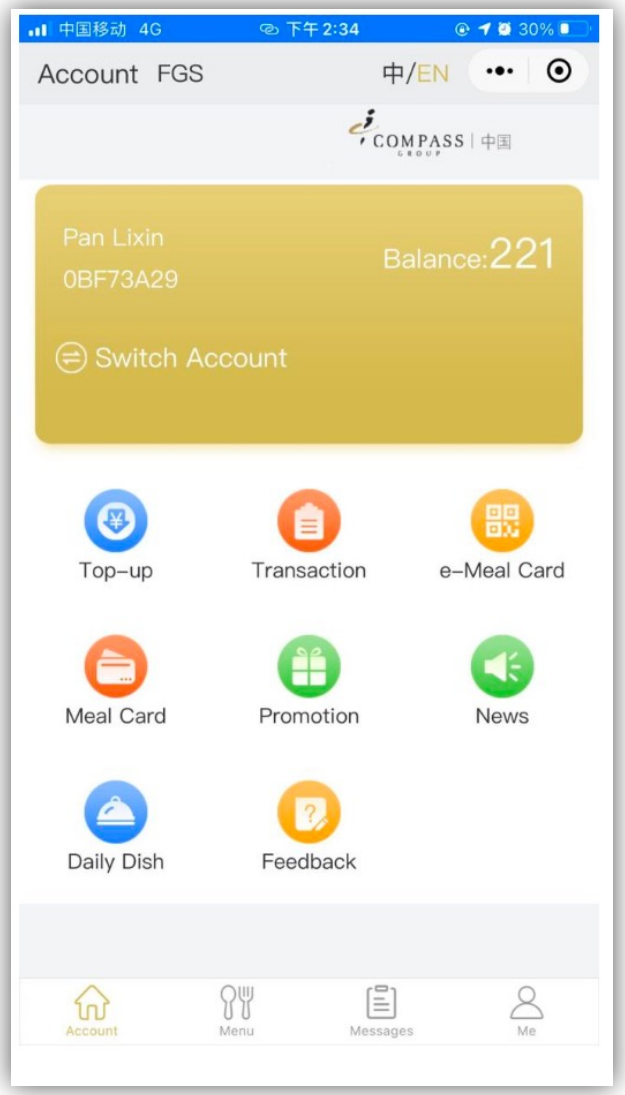
- ❑Tuesday, September 7, Y1-3
- ❑Wednesday, September 8, Y2-4
- ❑Thursday, September 9, ECE
- ❑Tuesday, September 14, Y6
- ❑Thursday, September 16, Y5

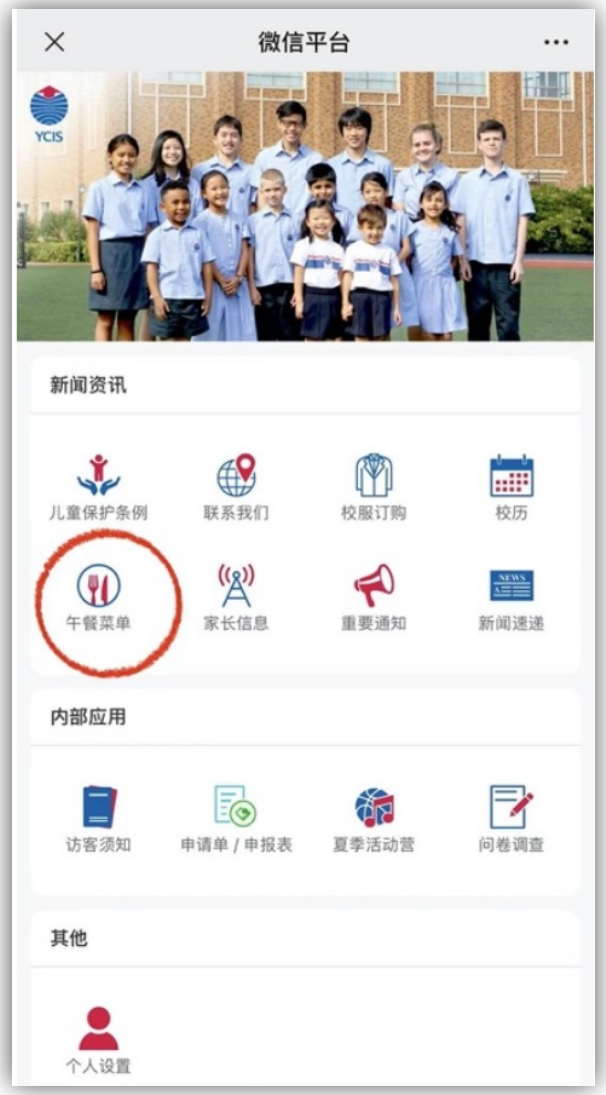
Main purpose

Provide further opportunities to meet your child's class and year level teachers, and to learn about the curriculum, programmes and teaching strategies

- 更多有关课程、教学、任教老师的介绍将在“课程介绍会”进行

Chartwells Cafeteria Lunch Card Mini-Programme
餐厅餐卡小程序





Renovations Update – 3 times IAQ Test
三次室内环境检测（外部公司专业评估）

PURELIVING
Indoor Environmental Solutions

Consulting Results for
YCIS Pudong Campuses

YCIS Pudong Dongxiu Campus, No.1433 Dongxiu Road,
Pudong New District, Shanghai

YCIS Pudong Huamu Campus, No. 1817 Huamu Road,
Pudong New District, Shanghai

Advisor: Elisa Chong
PureLiving
Indoor Environmental Solutions

咨询顾问: Elisa Chong
境纯环境
室内环境检测

检测时间:
2021 年 7 月 30 日
2021 年 8 月 15 日

报告时间:
2021 年 8 月 20 日

咨询顾问: Elisa Chong
境纯环境
室内环境检测

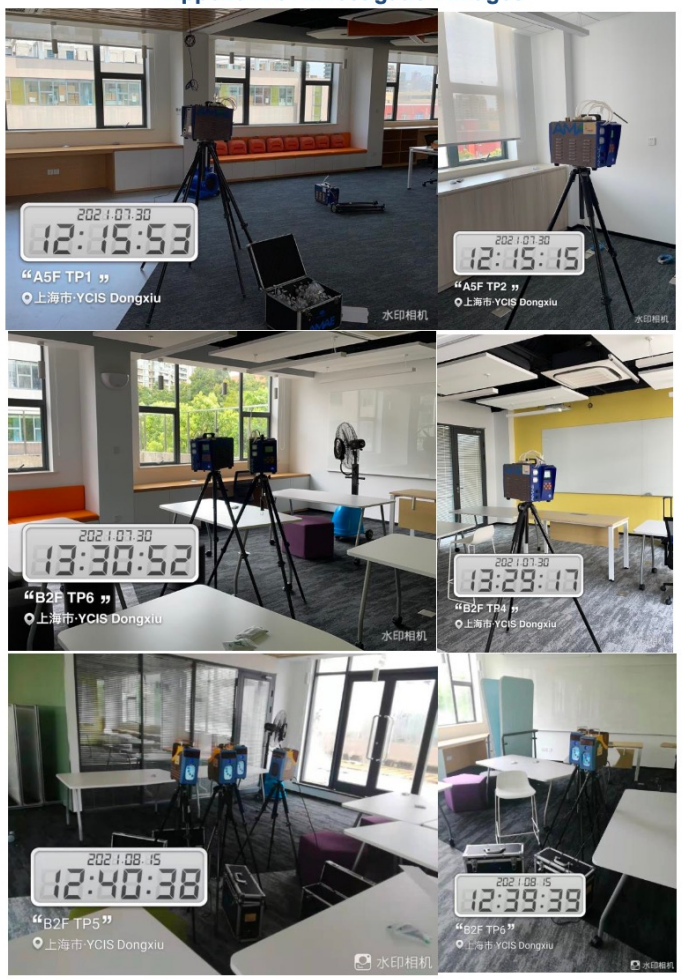
检测时间:
2021 年 7 月 21 日

报告时间:
2021 年 7 月 28 日

Inspection date:
30th July 2021
15th August 2021

Report date:
20th August 2021

Appendix C: Investigation Images



Figures 1-6. Air sampling per national standard GB/T18883-2002 at YCIS Dongxiu Campus

重测计划和结果（2021 年 8 月 15 日）

- 根据 2021 年 7 月 30 日的测试结果，客户进一步加强了浦东东秀 B2F 的通风
- 第二轮测试于 2021 年 8 月 15 日进行，测试位于 B2 楼的全部 3 个测试点位。
- **采样现场条件：**
  - 室外条件:
    - 雨，微风
    - 27ºC，相对湿度 98%
  - 室内条件:
    - 被测区域在检测时无人使用
    - 门窗于检测前 12 小时关闭 （GB/T 18883-2002 标准强制要求空间至少密闭 12 小时）
    - 大楼暖通空调系统正常开启
    - 无独立式空气净化器
- **结果与分析：**
  - 在 B2F 下测试的所有参数均在 GB/T18883-2002 标准限值范围内。
  - B2F 的平均 TVOC 水平为 0.377 mg/m3（在 GB/T18883-2002 标准限值 0.60 mg/m3 范围内）。
- **总结：**
  - **总体而言，在 2021 年 8 月 15 日的第二轮测试中，B2F 测试区域的所有测试污染物均在 GB/T18883-2002 标准范围内。**
  - **从检测标准的角度来说，该两教学区可以被正常交付使用。**

Elisa Chong

Senior Indoor Environmental Consultant
PureLiving
elisa.chong@purelivingchina.com
+86-21-3469-2269
www.purelivingchina.com

PureLiving Indoor Environmental Solutions 境纯环境技术（上海）有限公司

IAQA Corporate Member

关于我们

PureLiving 隶属于境纯环境技术（上海）有限公司是业内领先的室内环境咨询公司， 我们的宗旨是为客户创造健康的居家和办公环境。境纯拥有一支包括建筑工程师，HVAC 专家和环境顾问在内的专家团队，能够通过专业检测识别室内污染源，向客户提供针对空气，水质，毒菌，石棉和铅污染问题的解决方案，并矛以清除，以题升室内环境质量。我们的服务范围涉及污染物检测、先进过滤系统的设计和安装、环境质量临测和化学方法除味。境纯在中国大陆、香港和印度设有六家分支机构，是室内环境评估、工程设计、设备安装和室内环境临测服务的首选品牌。超多 35%在亚洲的世界 100 强企业都是我们的客户。

Technology points to note

Play video

Digital device policy

Ipads collection

Seesaw: First Day Bootcamp for new teachers and refresher if needed

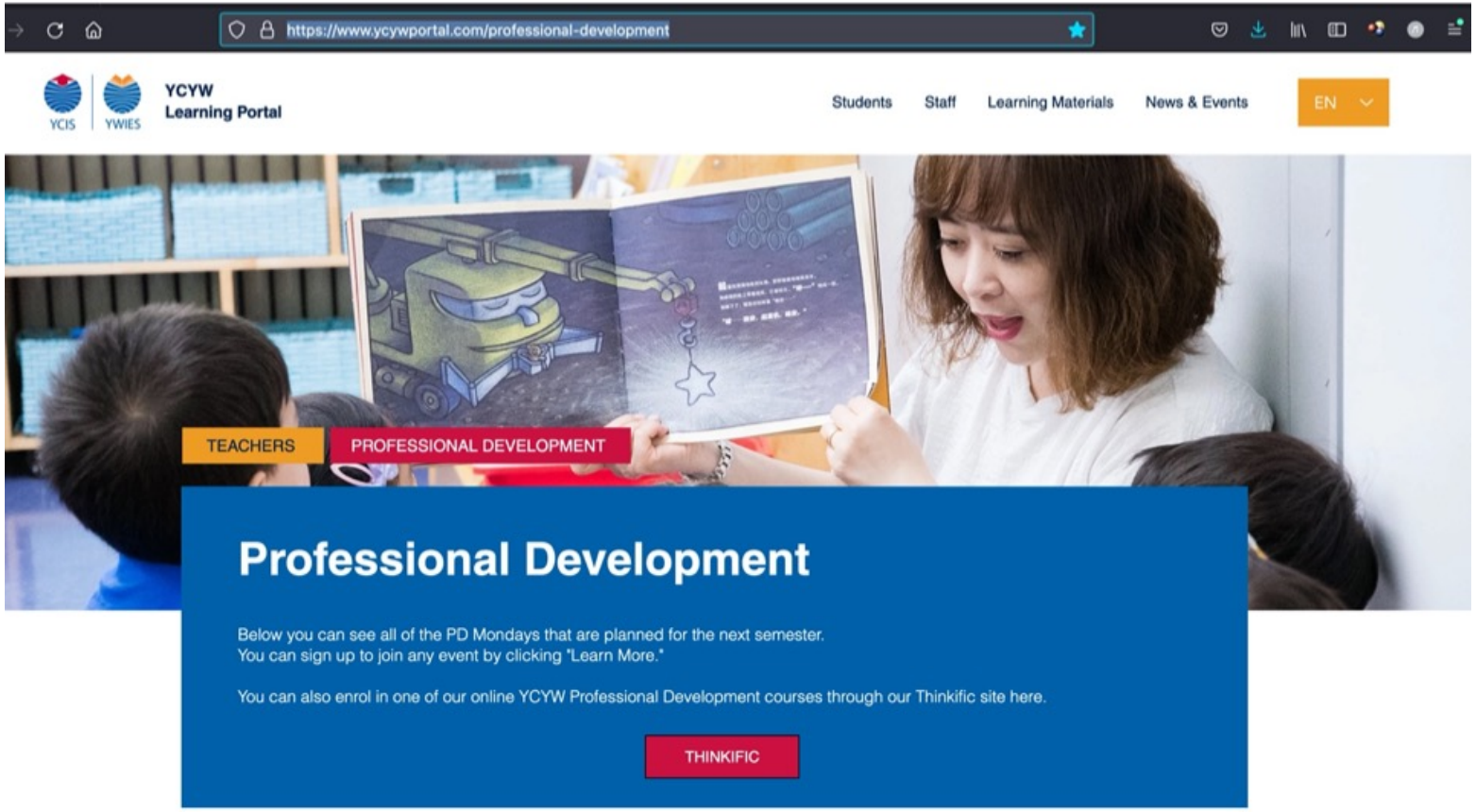
Reminders:

WRM Bootcamp - Postponed till later date

PIE ideas/plans to Jon/Mel and Cathy

PL/PD

上海耀中外籍人員子女學校
YEW CHUNG INTERNATIONAL SCHOOL OF SHANGHAI



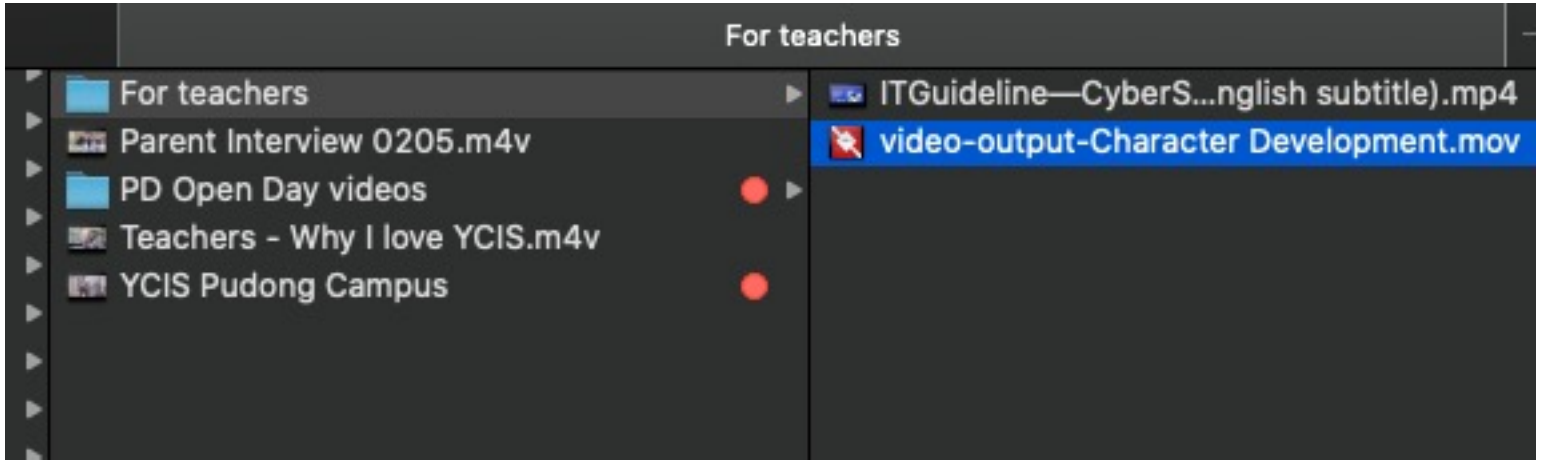
PL/PD

上海耀中外籍人員子女學校
YEW CHUNG INTERNATIONAL SCHOOL OF SHANGHAI
YCIS
Welcome to Yew Chung Yew Wah Professional Development Platform
Yew Chung Yew Wah Professional Development Platform
Welcome Sissy Shen,
Your account has been created! Click here to set your password.
Sign in URL: https://pd.ycyw.com/users/sign_in
Email: sissys@sh.ycef.com
Login to your account | Edit notification settings
https://pd.ycyw.com/collections
YCIS
YWIES
All Courses
学习共同体
28 Lessons
Free
All Courses
教育科技
15 Lessons
Free
教育科技
All Courses
EdTech @ YCYW
15 Lessons
Free
EDUCATION TECHNOLOGY
The Future of Technology at Yew Chung and Yew Wah
All Courses
Learning Communities
All Courses
行为管理
All Courses
Behaviour Management

PL/PD

Name	When joined YCIS	Professional Learning Activity	Type of PL	Dates	Duration	Location	Expense	Feedback
Sissy Shen	2008-08-01	**School Leadership Team Orientation**	Run by Organization	2021/8/4-5	2 days	Online	NA	
		Overview of Bilingual Learning Community (BLC)	YCYW Monday PD	Monday, August 16, 2021	1.5 hours	Online	NA	
		YCIS Aspiring Senior Leaders Program	Run by Pdacamedia	Saturday, August 21, 2021	4 hours	RH Campus	School Paid	

Q&A – Videos to watch

- IT Guideline—CyberSecurityAwareness
- Video-output-Character Development

smb://10.4.1.11/Teachers/@Teachers Pub/School Videos/For teachers