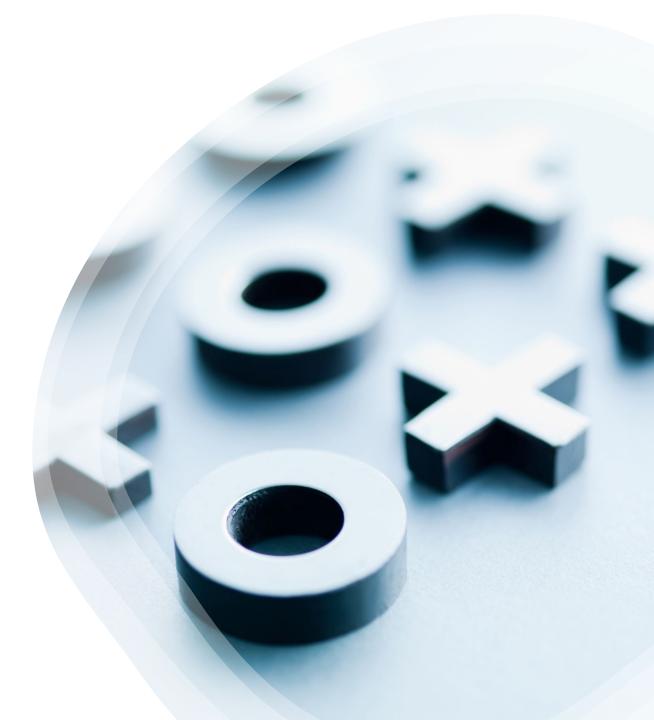


### **ECE & Primary Staff Briefing**

Wednesday, 18 Oct 2023

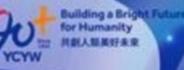


# Thanks, Sucesses, Celebration





# FOUNDER'S DAY HE 2023





### Founder's Day Shanghai 30<sup>th</sup> Anniversary













# Managebac Parent Workshop

	2		Zoom	Webinar	
YCIS Pudong  Stories with Familiar Settings  Stories Starts W4 Sep) Current Unit) © 4 Weeks	Michelle Wang		chelle Wang PD Webinar Carrie Qian	Marc Lawrence	e Rob Watson
1 Resources to support learning at home	% Michelle Wang			ng managebac.cn Re C	© ⊥ + ∺
Picture_Dictionary_Unit_1-3pdf         2 MB PDF Document         Camera_Words_Flash_Cards.pdf         800 KB PDF Document         Words_and_Picture_Cards_UNIT_1.pdf         2 MB PDF Document	PD Webinar	≡ © #	Manipulative Skills W1 October GWeeks Current Unit		2 of 6 weeks
2 L1 - LO: To understand and identify setting as the place of a story	Melissa Shaw	*	Manipulative Skills are the key elements of many sports and physical act to manipulate objects with accuracy and control. Students will have the catch a frisbee and or control the speed of a basketball dribble.		
3 L2 - LO: To be able to recall what a setting is and name some common things in a school setting	Carrie Qian	0	Essential understandings	⑦ Guiding questions	
	🕺 Carrie Qian	•	Students will understand how to use different sports equipment with coordination and fluency.	Type Inquiry Questions	
				Factual How can I send equipment to a peer?	
4 L3 - LO: To retell a story		U			
<ul> <li>L3 - LO: To retell a story</li> <li>L4 - LO: To describe the setting, characters, and main events of a story</li> </ul>		V		(Factual) How can I improve my accuracy?	
	Marc Lawrence	U U		Factual         How can I improve my accuracy?           Factual         How do I receive equipment?           Debatable         How do I determine the type of control	atch I need to make?
5 L4 - LO: To describe the setting, characters, and main events of a story	Marc Lawrence	0	STREAM & RESOURCES	Factual         How can I improve my accuracy?           Factual         How do I receive equipment?	atch I need to make?



# AJA Visit

















# **Comments** from AJA parent



# **Comments** from AJA parent



Feel YCIS more like a continuation of AJA

**Can even play the computer games** 

# **RP Primary Duty Roster**

New Duty Roster-effective

### Monday 23rd Week 8

Important Reminders:

•Please be on time for your duty and work to establish a positive relationships with your colleagues.

- •If a duty teacher doesn't report to their location work together
- to effectively supervise the children.
- •No phones or Headphones when on duty
- •Be active and engage with the students, praising positive play. Duty
- teacher should be seated or chatting for extended periods.

# **RP Fire Drill & Lock Down**

### Thurs 19 Oct @10:40am

#### Things to aware:

- Lock down practice then follow with Fire drill
- Teacher inform the students that we will have a practice next week. Please link in with the 'Being Safe' helping hands
- Students practice walking to the designated assembly area
- Floor sweeper Team Leader
- Support division/admission, SLT, Specialists can go to the closer area
- Communicate via *Emergent WeChat group* during evacuation practice

# **Information from....**

# November Nurture -Derek

# Guide Reading Rooms- Kathleen

### **Non-Academic Department Org chart**

R Sr. Accountar 收账款高级会计

AR Sr. Accountan 应收账款高级会计

	Regional Head of Marketing, South Head of Marketing & Admissions, YCI Cindy XIE		2023-2024 Accounts Division Organization Chart
promotion - School-level support for corporate with prospecti Facebool, Instagram, Linkedin - events - BD (consulates & chambers) - Accountable for BD (channels and corporates) - Pudong marketing - the smooth se		Iemy U • Lead admissions teams of PX and PD, plan and lead admissions events with prospective families to achieve new enrolment • Manage relationships with Freder schools, provide training to channels • Accountable for the application's fettorhemes & efficience, neuring the smooth setting down of the new families • Support IG admissions training and used P0 admissions	only or a contra
Yuki YU Yuki YU Yuki Xu Yuki Xu Yuk	marketing strategy and develop content • Short videos for campus events, students' projects and stories • Manage Douyin account	Up MMNG         Ung MMG           • Load PX ADM sensitions         • Diadmissions           • Load PX ADM sensitis         • Diadmissions           • Ordination with academic leaders         • Diadmissions           • Officient on with academic leaders         • Diadmissions           • Office management         • Diadmissions           • PX admissions         • Diadmissions           • PX admissions         • PD admissions           • PX admissions         • Scholarship officer (PX)           • PK admissions         • CENN           • PK admissions         • CENN           • PK admissions         • CENN           • Scholarship officer (PX)         • Scholarship officer (PX)	Julia Qu 載住 Senior Supervisor 高級質导 追系対分 Grace Weng 指傳師 Ast Supervisor Ap 中 方面在Cah 应付账款助逻辑号 集集会计算定案/P.GHTMILE ACCOUNTING Ap FAnd Cah 应付账款助逻辑号 集集会计算定案/P.GHTMILE ACCOUNTING ACCOUNTING AD FAND Cah 应可账款助逻辑号 集集会计算定案/P.GHTMILE ACCOUNTING ACCOUNTIN
_	han Resources Division	Scho	المسو International ومن Shanghal المنابع المراجع With A State Organization Chart of YCIS-SH IT Division 23 24 الله معلم المعلم الله معلم المعلم المعلم المعلم ا معلم المعلم المعلم المعلم المعلم

Name	Job Title	Key Responsibilities & Accountabilities (A description of the main activities to be untaken by the role.)
Stefanie wang	Head of HR	Policy & procedures, budget control, oversea HR team
Jennifer Jiang	Deputy Head of HR (LG)	LG campus in charge     Chinese staff C&B, contract management     Government liaison, school license, Education board assorted reports     School Business Manager assistant
Lucia Zheng	HR Manager	<ul> <li>New staff onboarding program, Manager in charge</li> <li>Recruitment ( all positions including part time, except for teacher)</li> <li>Chinese teacher offer follow up &amp; contracting</li> <li>Training &amp; staff wellness program on campuses.</li> <li>Year-round HR events and school holiday celebration activities organization</li> <li>PD campuses 值班经理,员工关怀program (婚丧嫁娶生病探访)</li> </ul>
Laurin Liu	Asst.HR Manager	<ul> <li>Expat staff C&amp;B , contract management</li> <li>Expat staff &amp;dependents visa annual renewal, Immigration bureau liaison</li> <li>Expat teacher staff quarter management facilitator</li> </ul>
Summer Yu	HR Supervisor	<ul> <li>HRMIS system P+ Admin</li> <li>PMS for <u>non teaching</u> staff Admin</li> <li>New expat teacher work permit &amp; visa application, PX campuses , Supervisor in charge</li> <li>HIPO/Master teacher program admin</li> </ul>
Annie Yao	Senior HR Officer	<ul> <li>New expat teacher work permit and visa application, PD campuses</li> <li>EBTA expat staff new offers follow up and contracting, EBTA recruitment visa qualification pre-screening</li> <li>Staff Children tuition subsidy program</li> <li>Oversea Transfer program</li> <li>New hire background check admin</li> </ul>
Jordan Xu	HR Officer	<ul> <li>Part time staff &amp; outsourcing staffs contract management and</li> <li>Staff attendance system Admin in HRMIS system</li> <li>Staff housing allowance program admin</li> <li>Staff business trip booking , student excursion trip booking</li> <li>GMIS system Admin –HR section</li> <li>Laptop subsidy program</li> </ul>
Fiona Chen (replace Becky Xu)	HR Officer- new	<ul> <li>Staff medical insurance Admin, School assorted insurance programs Admin</li> <li>Staff ID, business card, campus access set up</li> <li>PD allowance Admin,工伤/居住证/上海户口落户等, more to be assigned later.</li> </ul>



#### **GIFTS & JEWELRIES** 礼品供应商

TUIS PUDAN

Carousel

星中浦东家庭日

39

Ambassy Club & Electra **Bebebalm** LIVESHOL Cre8te Finelycup Huge Grace Orphanage H2H Crafting Club Lepu Medical Name Painting 名字作画 SanXia The Studio **TEK-Shanghai** WILL Foundation YCIS Spirit 提香摄影

非营利和服务学习组织 Huge Grace Orphanage H2H Crafting Club LiLi Time Hope Beans Street Cats Matter WILL Foundation YCIS Spirit

NON-PROFIT

SERVICE LEARNING

#### **RAFFLE PRIZES**

抽奖奖品 Geneva Swiss Butchery Rich & Light

#### S.T.E.A.M 教育供应商

Five Star Basketball iStage Academy Multisport SCA Chess Academy SG GOLF **UN.Art** 空手道毅极道场 万国击剑

#### FOOD & DRINKS 餐饮供应商

Chartwell COOL BR BBO DutchPies Epermarket Home Slice Hope Beans Kerry Hotel LA COYOTA Taco Bar Levi's Stroopwaffles LiLi Time Nonna Bakery Rusto's tempeh kitchen Smokin' Hog Spread the Bagel Sweet Ever After Vietnamese homemade



**Balloon blasters** Basketball **Bubbles Bouncy Castles** Carousel Chess Crafts **Cycling Track Football Dart** Fencing **Fishing Pool Face Painting** Golf **YCIS Storybus** 

#### **Raffle Prizes**

**LOADS** of incredible **PRIZES from** vendors & sponsors!

**Live Show** 

Magicians **Student Performances Music ensembles** Percussion **Rock Bands Cultural Dances** Clowns **Chinese Martial Arts?** 



#### YCIS FAMILY FUN DAY – Oct 21st Come join the fun (most important)

#### And if you can, volunteer 😊

- Face Painting station, Fish tank game, Bubble station
- Bouncy Castle Supervision x 2
- Soccer Target
- Pumping Game
- Photo booth
- Dressing up in the mascot for YCIS SPIRIT
- Check-in table (with Admissions or with POP core)
- Carrousel guidance
- Cotton candy, Water soda selling
- Raffle selling

Contact Mr. Cruijff, Ms. Garrett, or Ms. Roseline Yang to volunteer <sup>(2)</sup>

#### YCIS Staff and Volunteers Menu



Vienamese Homemade Vegetarian meal



Vienamese Homemade Lamb Kabob set



Smokin' Hog pulled pork sandwich



La Coyota Burrito + Juice Set



Rusto'sTempeh Chicken noodles



Rusto'sTempeh Vegetarian Noodle bowl



Kerry Hotel Turkey leg & Ice-cream



**Dutch Pie** 1 slice of Selected flavor



Nonna

+drink

Nonna Palmier Box +drink



**Bread Box** 



Nonna Selected Dessert +drink



Strooperwaffle Super waffle







#### **Mexican food Promotion**

#### YCISCP-Mexican food Promotion by Chartwells Chef – Juan M. Casado Oct 23-Oct 27



motion



# Reminders

- Y-4 Team Leader Meeting
- Primary ManageBac Parent Webinar 5:00pm
- Caribou Math Competition
- ECE & Primary Settle in Report to family
- ECE Prosocial Workshop: K2-K4-ECE Library-8:30-10am
- Family Fun Day. 11am-15:00
- Mexico Food: Oct 23-Oct 27
- HR staff in RP Fiona Chen(Tue). Laurin Liu(Wed), Jordan
   Xu (Fri), Summer Yu(Tue), Lucia (Thur)

# Coming Event

# **Coming Event**

- Wednesday 18th October
  - Primary ManageBac Parent Webinar 5:00pm
  - Caribou Math Competition Year 3-6
  - BLC Introduction & Training 4:00pm New staff
- Thursday 19th October
  - Lockdown and Evacuation Drill 1@ RP, 10.40am
  - ECE Team Leader Meetings with HoE 12:30-1:30 Parents Room
  - Primary ManageBac Parent Webinar 5:00pm
  - Year 6 & 7 Music Recital 6:00pm CP Theatre
  - Caribou Math Competition Year 3-6
- Friday 20th October
  - ECE & Primary Settle in Report to families
  - ECE Prosocial Workshop: K2-K4--ECE Library -- 8:30-10am
- Saturday 21st October
  - Family Fun Day. 11am-15:00
- Monday 23rd October
  - Y3A Character Assembly Be Safe
  - ECE Monday PD 3:30-4:15 ECE library
  - Chinese PLC
  - Former Uniform Day CP

