

9/14/2018

Chinese School Welcome Email

Dear Families,

Tomorrow is the first day of Chinese School. We are excited to see old and new faces. We have an exciting year planned for the students this year. This school year, I am excited to announce the addition of Ms. Merry Li as our new Dean of Academics. Please take a moment tomorrow to stop by and say hello.

Being that tomorrow is the first day, we have a couple first day reminders:

1. Please see the attached document to see what room your child will be going to.
2. After dropping off your children, we ask parents to kindly exit the classrooms so that teachers can begin their lesson in a timely fashion.
3. Students are prohibited from using their cell phone while at the school.
4. Elevator is for handicap use only.
5. Adults are strictly prohibited from using student bathrooms. If parents need to use the bathrooms, please go to the office (Room 415) and a staff member will open the staff bathroom for you.
6. Parents are strictly prohibited from wandering the building.
7. Please ensure that your child has breakfast prior to coming to school.
8. Packing List
 - a. Pencil
 - b. Bookbag
 - c. Folder
 - d. A light, nut-free, snack
 - e. Bottle of water

Arrival:

Class starts promptly at 9:00 am. Parents can start dropping children off at 8:45. Please look at the attached list for your child's classroom number. The list is your child's first initial and the last name. If there are repeating names or your child's name is not on the attached list, please check the list posted on the foyer wall tomorrow morning.

Dismissal;

Children will be brought downstairs to the front lobby.

School Meeting:

We will be having a parent meeting on September 22, 2018 at 11:15 – 12:15 in the Townsend Harris High School Auditorium. All families are welcomed to join. We will be formally introducing Merry Li and discussing our plan for the coming school year. Please join us.

亲爱的家长：

明天是中文学校的第一天，欢迎各位新老同学到来。今年将会是令人兴奋的一年。Ms. Merry Li 将成为我们新的教导主任。明天您将在学校见到她。

开学第一天请注意以下事项：

- 1.请参阅随附的文件，了解您的孩子将去哪个教室
- 2.孩子进入教室后，请家长及时离开，以便教师能够即时开始上课
- 3.学校禁止学生使用手机，最好将手机留在家中
- 4.电梯仅限残障人士使用
- 5.成人不得使用学生洗手间。如果家长需要使用洗手间，请前往办公室（415 室），工作人员将为您打开员工洗手间
- 6.家长不得在大楼内游荡
- 7.请确保您的孩子在上学前吃过早餐
- 8.学习用品
 - a. 铅笔
 - b. 书包
 - c. 文件夹
 - d. 不含坚果的小吃
 - e. 一瓶水

到达：

上午 9:00 开始上课。家长们可以在 8:45 左右送孩子们到校。请在附表查看孩子的教室编号。如果有重复的名字或您孩子的名字不在附件清单上，明天早上请查看张贴在墙上的清单。

放学：

孩子们将被带到楼下门口外面。

学校会议：

我们将于 2018 年 9 月 22 日 11:15 - 12:15 在 Townsend Harris 的礼堂举行家长会。我们将正式介绍 Ms. Merry Li 并讨论新学年的学习计划。欢迎所有家长参加会议。