



YAU YIH YUN
WCSCC

WELLINGTON CHINESE LANGUAGE PRESCHOOL -
YAU YIH YUN
of the
Wellington Chinese Sports and Culture Centre (WCSCC)

INFORMATION KIT 2012

INTRODUCTION

Welcome to WCSCC Yau Yih Yun (Wellington Chinese Language Preschool)

Please find enclosed the following information:

- Aims and objectives
- Session format and dates
- Parent duty responsibilities
- YYY Enrollment form
- WCSCC Enrollment form and Criteria for Membership

If you have any queries, please do not hesitate to contact a committee member, or email yauihyun@gmail.com

AIMS & OBJECTIVES

AIMS:

1. To foster/maintain the ability to communicate in spoken Cantonese.
2. To develop an appreciation of Chinese identity and values through the medium of the Chinese language.
3. To establish sources through which the knowledge of Chinese culture and heritage can be maintained.
4. To continue to foster goodwill, respect and understanding within the community

OBJECTIVES:

1. To create a learning environment for parents and their preschool age children, to encourage, complement and support Cantonese spoken in the community.
2. To enable contact amongst Cantonese speaking children.

SESSION FORMAT

SESSION TIMES:

Saturdays - 10.00am - 12.00 noon

Wednesdays - 9.45 am - 11.45am

TEACHING FORMAT

Cantonese Teaching (approx 45 minutes)

Children under the guidance of the teacher:

- learn greetings, singing, dancing and play.
- enjoy story time and/or take part in activities in relation to topic of the week.

Morning tea (approx 20 minutes)

- Children bring their own food and drink. (No nut products are allowed)
- Morning tea is provided for parents/caregivers.

Mandarin Teaching (approx 25 minutes)

Children under the guidance of the teacher:

- learn greetings, singing, dancing and play.
- enjoy story time and/or take part in activities in relation to topic of the week.

Craft time/Activity (approx 30 minutes)

- Under guidance of parent/caregiver and the teacher.
- Parent/caregiver assisted activities to reinforce topic of the day and to practice the language.
- Parents/caregiver and children tidy up.

SESSION FORMAT (cont'd)

GUIDELINES/EXPECTATIONS

- Punctuality – Parents to sign in on arrival (for civil defense purposes).
- Song sheets are available to be taken home.
- Craft activities and handouts to be put into scrapbooks supplied by YYY.
- Cantonese is the language to be spoken where possible.
- Parents/caregivers are to be actively involved in the sessions. Duty rosters will be drawn up (refer to 'Parent Duty Responsibilities').
- Let a core committee member know if you are leaving early (for the purpose of the Roll book & evacuation procedures).
- A parent/caregiver must accompany and be responsible for their child or children throughout the whole session.

2012 Term Dates

Week	Term 1		Term 2	
	Sat	Wed	Sat	Wed
1	28-Jan	1-Feb	28-Apr	2-May
2	4-Feb	8-Feb	5-May	9-May
3	11-Feb	15-Feb	12-May	16-May
4	18-Feb	22-Feb	19-May	23-May
5	25-Feb	29-Feb	26-May	30-May
6	3-Mar	7-Mar	2-Jun	6-Jun
7	10-Mar	14-Mar	9-Jun	13-Jun
8	17-Mar	21-Mar	16-Jun	20-Jun
9	24-Mar	28-Mar	23-Jun	27-Jun
10	31-Mar		30-Jun	

Week	Term 3		Term 4	
	Sat	Wed	Sat	Wed
1	21-Jul	25-Jul	20-Oct	24-Oct
2	28-Jul	1-Aug	27-Oct	31-Oct
3	4-Aug	8-Aug	3-Nov	7-Nov
4	11-Aug	15-Aug	10-Nov	14-Nov
5	18-Aug	22-Aug	17-Nov	21-Nov
6	25-Aug	29-Aug	24-Nov	28-Nov
7	1-Sep	5-Sep	1-Dec	5-Dec
8	8-Sep	12-Sep	8-Dec	12-Dec
9	15-Sep	19-Sep	15-Dec	
10	22-Sep	26-Sep		
11	29-Sep			

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ENROLLMENT & FEES

1. Enrollment is open to children up to, and including the age of 5 years (older siblings are welcome to attend the sessions provided that there are spaces available in the class). Their parents/caregivers automatically become a member of the preschool committee and have the right to attend core committee meetings.
2. YYY fees are \$50 for the first child (includes 18months and under) and \$30 for each additional child (where the second is older than 18 months) per term and are due by the second week of each term.
3. In addition, the Wellington Chinese Sports and Cultural Centre (WCSCC) charge an annual \$35 membership fee per family.

Paid up WCSCC members receive the regular WCSCC newsletter and emails.

4. Cheques should be made out to 'WCSCC Yau-Yih-Yun' with the child's name written on the back and passed to the Treasurer, or a core committee member.
5. Payment can also be made via internet banking. The account details are: 030539-0179550-03, WCSCC - Yau Yih Yun, Westpac Bank. Please state your child/ren's name on the reference/code and "term fee" as the particulars.
6. Please refer to WCSCC form titled 'Criteria for Membership' at the back of the information pack for a definition of 'Friends of Centre' membership status.

CONCERT PERFORMANCES

During the year, the WCSCC Yau Yih Yun (YYY) performs in a number of concerts. These are good opportunities to promote Chinese cultural values and for children to dress up in traditional costume and sing Chinese songs to a group of audience.

YYY participates in three major events each year with around 10-15 + children singing 3-4 songs each time.

YYY performs in the Chinese New Year festivities early in the year, the Parent and Child Show in September and various WCSCC events and celebrations.

PARENT DUTY RESPONSIBILITIES

A duty roster is drawn up and posted in the kitchen area. It is the responsibility of all parents/caregivers to check which day they are rostered on. If unable to do duty on the assigned day, then make arrangements to swap with another person.

BEFORE THE SESSION:

- Arrive at 9.45 am (Saturday) 9.30 am (Wednesday) to help the teacher set up activities for session.
- Prepare adults' morning tea. Boil jug, bring out cups and make Chinese tea.

DURING SESSION:

- Prepare wash-up basin and towel for washing children's hands prior to and after morning tea.
- Clear away and wash/dry dishes after children have eaten.
- Have tables ready for craft/activity time.

AFTER THE SESSION:

- Empty and wash teapots.
- Wash all brushes and lids to paint and any paste containers.
- Wipe down paint area if necessary.
- Vacuum.
- Put away toys.
- Stack chairs.
- Switch off kettle at wall.
- Empty rubbish bag and leave clean bag ready.
- Check that all power points have been switched off (including the heater).

- Take home any dirty washing; remember to return clean items as soon as possible.
- Ensure windows are closed.
- Switch off all lights, including those in the toilets.
- Lock back door.

WCSCC Yau Yih Yun Enrollment Form

CHILDREN DETAILS

Surname	English Name	Chinese Name (Chinese character)	Date of Birth (dd mm yyyy)

PARENTS/FAMILY/CAREGIVER DETAILS

Surname	Parent(s)/Caregiver Name/s	Address	Phone
		E-mail:	Hm: Wk: Mob:
		E-mail:	Hm: Wk: Mob:

Fees per term: \$50 for the first child (includes under 18 months), \$30 for each additional child where the second child is older than 18 months.

In addition to the above, WCSCC charge an annual \$35 membership fee per family.

WCSCC Yau Yih Yun Enrollment Form (continued)

Allergies

Emergency Contacts

1.	Name:
	Hm: Wk: Mob:
2.	Name:
	Hm: Wk: Mob:

Cheques are payable to "WCSCC Yau Yih Yun" with the child/ren's name/s written on the back, or direct debit into WCSCC Yau Yih Yun bank account see page 7 for details.

Please return the completed form to the Treasurer or Secretary, or send to:

The Treasurer - WCSCC Yau Yih Yun

C/- P.O. Box 541

Wellington

Please sign below if you consent to having your address and phone number printed on the Yau Yih Yun Phone List.

Signature

Enrollment Date: _____ / _____ / _____