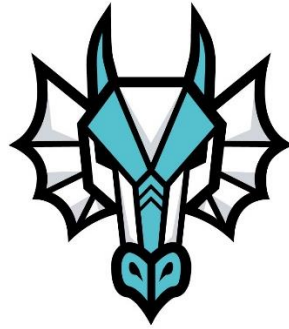




大连美国国际学校
DALIAN AMERICAN INTERNATIONAL SCHOOL
A NORD ANGLIA EDUCATION SCHOOL



大连华美学校
DALIAN HUAMEI SCHOOL



诺德安达学校

大连海龙

NAS DALIAN SEA DRAGONS

Student and Parent After School Activities Handbook 2023-2024



Our Mission

Dalian American International School facilitates a challenging, collaborative, and responsive learning environment that develops student intellect, character and health. At DAIS, every learner strives to achieve personal excellence and contributes to the global community.

Our Vision

Dalian American International School bridges the educational experiences of international and Chinese national students in an attractive, well-resourced and up-to-date educational facility. Building upon our rich local history, culture and beautiful natural environment, we inspire students to be leaders serving local and global communities.

Schoolwide Learner Outcomes

- i. Learners will become respectful and trustworthy global citizens that demonstrate strong character through responsible, fair, and caring actions.
- ii. Learners will exhibit resilience, courage, initiative, creativity, and curiosity as they pursue personal excellence in intellect and health.
- iii. Learners will become skilled innovators, critical thinkers, and problem solvers who are technologically literate.
- iv. Learners will appreciate and reflect on the influences of cultures in their interactions with others.
- v. Learners will contribute to the interdependent world around them through inquiry and action.

Character Counts

Trustworthiness | Respect | Responsibility | Fairness | Caring | Citizenship

Contact

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Contact Details



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Quick Facts

Uniform Colors

Home: Navy & teal

Visitor: Yellow & navy

Mascot

Sea Dragon

Introduction

Dear Students and Parents,

I welcome you to the 2023-2024 school year of Sea Dragon After School Activities! Some students will be excited to try new activities this year, others will dive deeper into an activity they have experience with and some High School students will even be leading After School Activities.

The Athletic & Activities department oversees the **After School Activities (ASA)** program as well as the competitive interscholastic sports teams.

This handbook serves as a guide for new and returning students and their parents/guardians. There is a separate **Athletics Handbook** outlining that program. School policies and procedures will be outlined as well as addressing philosophical standards that we hope to achieve through our ASA program.

Activities after school are where students and teachers from the Montessori, Heritage, Bilingual and International streams mix and collaborate. It is a great opportunity for learners young and old to appreciate and reflect on the influences of cultures in their interactions with others.

The ASA program offers a diverse menu of activities for students to explore and we aim to provide a responsive learning environment that develops student intellect, character and health.

I look forward to seeing our students engaged and having fun in our ASA program this year!



Paul Robinson
Athletics & Activities Director

“The ASA program offers a diverse menu of activities for students to explore and we aim to provide a responsive learning environment that develops student intellect, character and health”

Philosophy

The After School Activities program at DAIS/DHS is designed to allow students the freedom to discover and develop lifelong passions, maintain a healthy body and mind, extend and apply their

Program Offerings

The school year is divided into three trimesters with a variety of activities offered in the Fall, Winter and Spring Trimesters. The school offers a combination of Faculty led activities on Tuesdays and Thursdays. These are supplemented by fee based activities led by outside vendors and offered Mondays – Fridays after school as well as part of a Saturday Program.

Schedule

Mondays: 4:00 – 5:00 p.m.

Tuesdays: 3:55-4:45 p.m.

Wednesdays: 4:00 – 5:00 p.m.

Thursdays: 3:55 – 4:45 p.m.

Fridays: 4:00 – 5:00 p.m.

Additionally, our dormitory organizes and runs activities for our boarding students on Mondays and Wednesdays.

Open Classes

During the last week of ASAs, parents are invited to campus to observe the last class of the trimester. The open classes are intended to show parents the learning process that students have engaged in during their ASAs this trimester. Depending on the activity, this may involve parents joining in with their child, parents may be watching the students engage in the activity or there could be a mini performance where students demonstrate their learning.

classroom knowledge, and provide a link to give back to the community. Our students develop intellect, character, and health in a safe and welcoming environment.

Registrations

SchoolsBuddy, our activities management system, is used for all programs that run after school. You will need access to your account for all sign-ups, communication and to see the scheduled events for your child/ren.

Activating your *SchoolsBuddy* account:

- You will receive an email from the school to activate your account. You need to create a password.
- If you forget your password, just click the 'forgotten password' button at the sign-in screen.
- Website: dais.schoolsbuddy.net
- You can use the application for any iOS or Android system by searching '*SchoolsBuddy*' in the app store.

Attendance Procedures

By signing up for an ASA, students are committing to be present and involved in the activity. Continual absences will result in a warning followed by dismissal from the ASA for the remainder of the session. Behavioral issues will be dealt with in the same manner with a warning followed by removal from the program. Day students with continual absences will be dismissed from the remainder of the ASA session. Dorm students that are absent (not excused) will receive dorm detention after GST. If a student has a retake, the student should ask their ASA instructor for permission ahead of time. If a student has not been granted permission from the ASA instructor, they will be marked as absent.

Communication

Excused absences require a parent email to be sent to Mr. Joe Zhao (joe.zhao@daischina.net), Mr. Hopkinson (david.hopkinson@daischina.net), Mr. Robinson (paul.robinson@daischina.net) and your ASA/Athletic teacher/coach ahead of time to ask for permission. All communication for outside vendors should be sent through the athletics and activities office. For any activity that occurs at DAIS/DHS, no money should be paid directly to the outside vendors. If you are asked for any additional fees or for a direct payment, please inform the athletics and activities office.

Change Requests

Families may request to change or drop an activity after the first day it has been offered. This also applies to paid activities and families will only be charged for the first class. Changes can only be made once per trimester.

Transportation

Transportation is available for an additional fee after Tuesday and Thursday activities when the minimum enrollment for the bus has been met. The buses will drop off at two locations in Dalian Development Zone and one in Dalian City. Families may register for the transportation service through *SchoolsBuddy* at the same time as registering for ASAs.

Payment for activities

Payment for all courses is made through our finance office. You will receive an email with payment information, or you may check your PowerSchool account at any time to complete payment. Payment for all activities is non-refundable. However, there are exceptions in the ASA refund policy. Payment should be made for activities within the deadlines stipulated by the school (normally within the first two weeks of the activity). If payment has not been made, the following actions will occur:

- Communication to parent or guardian that the payment is overdue.
- Child/ren will be removed from the activity if payment is still not made by the next time they meet.
- The child/ren will not be able to participate in any paid activities for the remainder of the year if a refusal to pay continues.

* We understand that sometimes circumstances may not allow a family to pay by the set time. Please contact us through the Athletics & Activities office ahead of time in such cases.

The ASA Refund Policy

Students enrolled in any after school activity must notify the school 1 school day before the second scheduled class if deciding not to continue the activity. In the case where the activity includes fees, a pro-rata refund will be made in the month following cancelation.

No Refunds will be provided for any paid activity except where cancelation is received before the second class of the season activity.

Any incident of cancelation due to unforeseen school operational circumstances (for example but not limited to: Inclement weather, pollution, school scheduling incident conflict) will result in a fair attempt to reschedule the interrupted event or a class session refund will be made accordingly at the end of the season.



Multiple Activity Participation

Some ASAs involve a commitment of more than one day per week. Students who wish to participate in multiple activity that means not being able to fully commit to an ASA shall adhere to the stipulations in the Multiple Activity Participation form and obtain signed permissions from both Head Coach / Instructors, parents/guardians and the Athletic and Activities Director.

Links to forms: [Multi Sport or Activity Form 23-24.docx](#)

Pick up procedures for Grades K-5

DAIS Elementary students should be collected by the DAIS Elementary Lobby. DHS and Heritage Elementary students should be collected by the playground and parking behind the DHS-E building. Parents or guardians are expected to be present at the correct pickup location by:

4:40 p.m. on Tuesdays & Thursdays

4:55 p.m. on Mondays, Wednesdays & Fridays

2023-2024 Trimesters

	Trimester 1 (Fall)	Trimester 2 (Winter)	Trimester 3 (Spring)
Registration window	September 4-6	November 13-15	March 18-20
Trimester starts	September 11	November 20	March 25
Trimester ends	November 17	March 20	May 24

Air Quality Index (AQI)

AQI*	Classroom	Recess	PE	Outdoor ASAs	Secondary Athletic Practice, Competitions & ACAMIS
0 - 100	Activities as normal, no restrictions.	Activities as normal, no restrictions.	Activities as normal, no restrictions.	Activities as normal, no restrictions.	<p>Modifications to times / formats will occur in response to an AQI reading of over 175, with stoppage or delay to occur at over 250.</p> <p>If parents see a need to withdraw their student from participation due to the AQI they should communicate directly with the coach / Athletic Director.</p>
101 - 150	Any student who has respiratory or other heart/lung conditions should stay indoors, windows and doors closed. Turn on air purifier.	Any student who has respiratory or other heart/lung conditions should stay indoors. Staff should stay alert to students having difficulty breathing and can suggest less strenuous activities for students.	Any student who has respiratory or other heart/lung conditions should stay indoors. Staff should stay alert to students having difficulty breathing and can suggest less strenuous activities for students.	Increase rest periods for all students. Any student who has respiratory or other heart/lung conditions should stay indoors. Staff should stay alert to students having difficulty breathing and can suggest less strenuous activities for students.	
151 – 200	Elementary students must remain indoors and outdoor activity for Secondary students must be restricted to 20 minutes.	Recess is moved indoors.	Elementary PE must move indoors and Secondary PE must restrict outdoor activities to 20 minutes.	Elementary ASAs must move indoors or cancel if not possible. Secondary ASAs should move indoors or restrict outdoor activities to 20 minutes.	
201+	All classroom activities should be moved indoors.	All recess activities should be moved indoors.	All PE classes should be moved indoors.	All outdoors ASAs should be moved indoors or cancelled if not possible.	

* AQI will be continuously monitored with the Air Visual App. The air quality at 2:00 p.m. will be used to determine if activities and practices occur after school.

The school has an AQI reader on campus to monitor the most accurate data. AQI levels are checked at 11:00 a.m. each day and monitored continually whenever it exceeds 150. Outdoor ASA will be guided by the 2:00 p.m. reading and activities may be adapted and moved indoors in case of high AQI.