



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

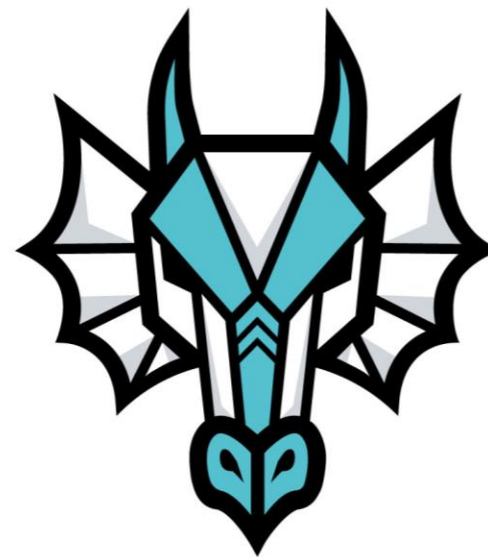
2026-27 DALIAN SEA DRAGONS

AFTER SCHOOL ACTIVITIES (ASA) HANDBOOK



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诺德安达学校

大连海龙

NAS DALIAN SEA DRAGONS

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诺德安达学校

大连海龙

NAS DALIAN SEA DRAGONS

Quick Facts 概况：

Mascot Name: Sea Dragons

吉祥物名称：海龙

Uniform Colors

制服颜色

Home: Navy & teal

主队：海军蓝和蓝绿色

Visitor: Yellow & navy

客队：黄色和海军蓝



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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.

我们的使命

大连美国国际学校提供了一个具有挑战性，合作性和响应性的学习环境，发展学生的智力，品格和健康。在大连美国国际学校，每位学生都努力实现个人价值，并为全球社会做出贡献。



诺德安达学校

大连海龙

NAS DALIAN SEA DRAGONS

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.

Our Vision

Dalian American International School and Dalian Huamei 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.

Welcome to the ASA Program



Dear Students and Parents,

I welcome you to the 2026-27 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 already experienced, 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!

Go Sea Dragons!

ASA Philosophy & Program Introduction



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 and balanced lifestyle and in an engaging and enriching environment.

Program Offerings

The ASA year is divided into four session with a variety of activities offered in the Fall, Winter and Spring sessions (for all students) and an additional summer ASA session for primary school students. The school offers a combination of Faculty led activities Mondays, Tuesdays, Thursdays and Fridays. These are supplemented by fee- based activities led by outside vendors and offered Mondays – Fridays after school.

Please note that the majority of our programs are unsuitable for children under the age of 4.

Registrations and SchoolsBuddy



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.cn
- You can use the application for any iOS or Android system by searching '*SchoolsBuddy*' in the app store.

Attendance, Communication, Changes



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. Students with continual absences will be dismissed from the remainder of the ASA session. 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) ahead of time. 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.

ASA Payment



Payment for activities

Payment for all ASAs 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.
- After a reminder, if the payment has still not been made before the next class begins, the student will not be permitted to attend the activity.
- The child/ren will not be able to participate in any paid activities for the remainder of the academic 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.

* If Child/ren need to withdraw from ASA due to unforeseen circumstances such as illness or injury, please contact the Athletics & Activities office. After getting approval from the Whole School ASA Coordinator, the school's finance department will adjust your unpaid bill or refund your payment accordingly.

ASA Refunds



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. Otherwise, we will assume that the student will continue participating in the ASA.

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

Please note that, the school's Finance Department will automatically carry forward any ASA fees due to be refunded from each quarter to the student's ASA account for the following quarter. Families will only need to pay the difference, if any, for the following quarter's ASA fees. After the ASA program ends for the academic year, the Finance Department will reconcile any outstanding ASA refunds due to each student for the academic year and contact the relevant families to arrange the refunds.

If a student withdraws from the school during the academic year, or if there are other special circumstances requiring an earlier refund, please contact the After School Activities Department, and we will assist you in processing the refund in a timely manner.

End of ASA Pick-Up Procedures



Parents of all children from Grade 5 and below should collect their child/ren at Dragon's Den (DAIS-E building) between the times of 1645 and 1710 (depending on activity).

ASA lead teachers/vendors will accompany children from their activity to the Dragons Den where they will be dropped off.

DAIS/DHS members of staff will also be present in the Dragons Den to help oversee safe transition and handover to parents.

KEY AFTER-SCHOOL ACTIVITIES (ASA) DATES & TIMES 2026-27



Session	Fall	Winter	Spring	Summer (primary school only)
Sign-Ups	1 st -3 rd September	16 th -18 th November	15 th -17 th March	17 th May-19 th May
Start Date	7 th September	23 rd November	22 nd March	24 th May
End Date	20 th November	19 th March	21 st May	9 th July
Number of Weeks	10	10	8	7

After-School Activity Times:

Teacher-led/Student-led (Free ASA): 15:55 – 16:45

Vendor-led (Paid ASA): 1600- 1700

ASA Late Bus Service

ASA校车服务



Operating Days 运营日期	Monday to Friday 周一至周五
Departs at 17:15 ASA 校车将于 17:15 准时出发	
Stop 1 站点1	Dong Cheng Tian Xia 东城天下
Stop 2 站点2	Decathlon Bus Station 迪卡侬公交站
Stop 3 站点3	Somerset 盛捷服务公寓
Stop 4 站点4	Beverley Garden 蓓佛莉庄园

Please register for the ASA Late Bus through SchoolsBuddy. Students taking the late bus should assemble at the Dragon Den in the International Elementary School, where the bus monitor will escort them to the North Gate for departure at 17:15.

请通过 SchoolsBuddy 系统选择并报名ASA校车。学校为参加ASA的学生提供开往开发区的校车服务。乘坐ASA校车的学生需在ASA结束后 前往国际小学多功能厅（Dragon Den）集合，由ASA校车老师统一带领至学校北门，并于17:15发车。

For day students who already use the regular school bus service, there is no additional charge for using the ASA bus service. For day students who do not use the regular school bus service, the fee for using the ASA bus is RMB 45 per trip. After completing registration through the SchoolsBuddy system, you will receive a payment notification email from the School Finance Department. ASA bus fees will be charged separately before the start of each ASA season.

对于已乘坐日常校车的走读学生，乘坐ASA校车无需额外缴费；对未乘坐日常校车的走读学生，乘坐ASA校车的单次费用为45元。您在SchoolsBuddy系统完成报名后，将收到来自学校财务部发送的缴费通知邮件。ASA校车费用将在每个季度ASA开始前单独收取。

AIR QUALITY INDEX (AQI) GUIDELINES

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.	Modifications to times / formats will occur in response to an AQI reading of over 175, with stoppage or delay to occur at over 250. If parents see a need to withdraw their student from participation due to the AQI they should communicate directly with the coach / Athletic Director.
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.	