

聖城中文學校
San Antonio Chinese Culture Institute

Dear Parents:

本校一向歡迎低年級的家長們坐在教室內，以幫助並觀察貴子弟的學習情況。您對學校之愛護和關心貴子弟之學習況，深得我們的敬佩。

但由於目前多數家長為不識中文之美國人，他們雖有一腔熱誠來協助學生，而其能力畢竟有限。正如貴子弟在普通中學，學習西班牙語時，您不見美國家長坐在一旁。基於此種理由，本校不積極鼓勵家長坐在教室內（一年級學生家長不在此限）。

如果貴子弟需要您在課堂內協助，而教室內有足夠之座位，在不分散其他學生之學習注意力及尊重老師之決策為大前題下，本校希望您能遵守以下規則 -

Our school always welcomes parents of lower grade students to sit in the classroom, to help and observe the study situation. Your concern about the study situation is deeply appreciated by us.

But because the present guardians are mostly non-Chinese speakers, their ability to help is after all limited. Just like when your children study Spanish in middle school, you do not see the parents sit in the classroom to help them. Based on this reason, our school will no longer encourage parents to sit in the classroom (except 1st grader).

If your child needs special help in the classroom, and there are enough seats, we hope you will honor the following rules -

教室規則

Classroom Rules for Parents

1. 禁止攜帶食物或飲料進入教室。

Food or drink is not allowed in the classrooms.

2. 進入教室前，請關上手機。

Please turn off your cell phone before class starts.

3. 請坐在教室最後一排，以免擋住學生視線。或與貴子弟坐在教室兩側。

Please sit in the last row or if you must sit with your child then find a seat along the side of the classroom, in order not to block the view of the other students.

4. 教室秩序應由老師全權控制，請尊重老師並保持旁觀立場。如有意見，請於事後私下與老師討論。如無法達到理想解決辦法，可進一步與校長商談。

Please respect the teacher and be only an observer -- Order in the classroom should be maintained by the teacher. If you have any concerns, questions, or opinions, please discuss them with the teacher in private or talk with the principal when necessary.

5. 如對家庭作業有疑問，請於休息時間向老師諮詢，或請老師書寫在家庭作業便條上（範本附於後）。

If you have any questions regarding homework, please consult with the teacher after class or ask that the teacher write it down on "Homework and Reasons for Contact Form."

6. 貴子弟如因事缺席，請盡速通知老師並領取課業習作，以便跟上進度。

If you know ahead of time that your child will be absent, please inform the teacher and be sure to get the schoolwork and homework exercises in order to keep up with assignments.