



Victoria Shanghai Academy

PROJECT WEEK

23 – 27 January 2014

Information Booklet



Staff: Ms. Sophia Shek & Ms. Rosanna Yeung (Trip Leaders),
Ms. Jamie Walls, Ms. Christine Cheung, Mrs. Florentina Mouty,
Mr. Mark Harrison, Mr. Mike Yip & Mr. Daniel Slosberg

Wiki Address: <http://vsapw19guangdong.weebly.com>

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Overview

On Thursday 23rd January a group of 68 students with 8 staff will be going to the Guangdong Province to Palm Island for five days. We will take part in a number of experiences that fit well into the following IB fundamental concepts

- holistic learning—representing the notion that all knowledge is interrelated and that the curriculum should cater to the development of the whole person, the attributes of which are described by the IB learner profile.
- intercultural awareness—representing the notion that school communities should encourage and promote international-mindedness by engaging with and exploring other cultures, a key feature of international education as reflected in the attributes of the IB learner profile.
- communication—representing the notion that schools should encourage open and effective communication, important skills that contribute to international understanding as exemplified by the attributes of the IB learner profile.

Why do we do such trips? What is the educational purpose?

The MYP fundamental concepts describe the learning environment in which the student is operating and provide schools with guidance on developing their school culture. These fundamental concepts of holistic learning, intercultural awareness and communication underscore the IB's commitment to:

- providing a broad and balanced educational experience
- educating the whole child
- understanding and respecting all cultures and valuing multiple forms of expression

As a method for developing young minds and attitudes these activities cannot be beaten when they are exposed to lives that are quite different to their own. Activities are organised over the week which will see them helping out in the Palm Island school and at an elderly peoples centre. This is all about giving without seeking tangible return. However there are Community Service credits earned by the students in the activities during the trip. The satisfaction of helping others is key here. Therefore the trip will be centred around the following guiding question:

How can we enrich other people's lives while enriching our own?

During this week students are asked to explore and focus on experiential learning using **an inquiry-based approach**.

The notion is that students understand through experience and can apply that understanding to serving others and their community. For this reason, all Project Week trips have an element of **Community Service** built in.

Through their experiences, students come to understand how subject knowledge is interrelated and how learning is connected to the real world.

The IB Learner profile is a set of **skills and attitudes** which students are expected to develop as IB learners. Project Week is structured in such a way as to help students develop as open-minded individuals; inquirers; thinkers; caring citizens and risk-takers.

The staff are looking forward to traveling with your sons and daughters in an event that will enrich their lives.

A wiki has been created for information for parents and as a means of keeping in touch while we are away. The address for this wiki is on the front page of this booklet.

If you have any questions please contact us email ryeung@vsa.edu.hk or sshek@vsa.edu.hk or call us at the school (ph 3402 1200).

Ms. Rosanna Yeung & Ms Sophia Shek (Trip Leaders)

(excerpts from MYP: 'Principles into Practice')

General Guidelines

Each Project Week is led by teachers-in-charge and supervised by staff. A ratio of 1 teacher to 10 students is strictly adhered to. Supervising teachers are male and female and all activities and field trips in-country are run by qualified and experienced instructors or guides.

Students may need to meet **specific criteria** or **health and behaviour requirements**. The school maintains the right to refuse any student who does not meet those requirements.

Various **contingency plans** exist which consider safety, supervision and viability in the interests of the individual and the whole group:

In the advent of an external threat – the whole group returns to Hong Kong.

For individual cases of misbehaviour/illness – his/her parent is contacted to retrieve the child. In extreme cases or where the above is not possible, the child may remain but will be separated from the group.

In all circumstances the best interests of the group and each individual is the most important consideration.

For all of the above contingency plans, expenses and costs will be borne by the parent(s).

Each trip leader carries emergency equipment (first-aid kit, mobile phone). **The safety of our students and the hygiene condition of the destinations are paramount.**

Departure/Return Organisation

Departure Date 出發日期：**January 23, 2014 (Thursday)**

Shuttle bus boarding time & meeting point*:

專巴接送時間及地點*:

9:00am - Central Pier #3

中環3號碼頭 Pier NO.3 Central



Returning Date 回港日期：**January 27, 2012 (Monday)**

Shuttle bus arrival time & pick-up point * : **5:00pm Central Pier # 3**

專巴預計到港時間及地點*

*Please arrive 15 minutes before departure/arrival. 請提前 15 分鐘抵達車站。

Resort Contact Person 棕櫚島聯絡人 Name 姓名： Ms. Eva Chow
Palm Island Resort telephone No. 棕櫚島 Resort 電話： +86 (752) 382 9999
Office Phone No. 香港辦公室電話： +(852) 2131 6766

Trip Leaders 帶隊老師 Mobile No. 手提電話：

*(to be confirm in the final students meeting)

Ms. Rosanna Yeung ()

Ms. Sophia Shek ()

For weather information, please click into the link

<http://qq.ip138.com/weather/guangdong/HuiZhou.htm>

緊記出發前按以上連結查詢當地天氣

Checklist

Palm Island Resort will provide:

棕櫚島將會提供：

1. Weather information (average temp of day and night time)
當地天氣概況 (日間與夜間之平均溫度)
2. Toilet articles including shampoo, shower gel, toothbrush, toothpaste, towel
清潔用品包括洗頭水、沐浴露、牙刷、牙膏、浴巾。
3. Emergency and first aid items 一切急救用品

Here's a checklist to help you packing for your child and make sure he's got everything he needs!

以下為一張簡單的清單，希望有助您為小朋友準備就緒！

IMMIGRATION 出 / 入境證件:

- Hong Kong Identification Card & Return Hong Kong Passport for children under 11
香港身分證 及 11 歲以下小童必須攜同回港証
 - Chinese visa for overseas passport holders or Return Home Country Passport
回鄉証 或 外籍人士需攜帶有效之中國旅遊簽證
- *please check expiry date**
請檢查證件之有效日期

THE CLOTHING BASICS 衣服:

- School PE uniform & Sweater/Fleece Jacket 冬季體育校服及外套
(出發及做服務時穿)
- Pants (NO jeans) 長褲 (在球場不可穿著牛仔褲)
- Polo shirts 有領 T 恤
- Comfortable shoes or sneakers 一對舒適的平底或運動鞋
- Pajamas 睡衣
- Underwear and socks 內衣褲及短襪
- Hat or baseball cap 鴨舌帽
- Long-sleeved T-shirts for sun-sensitive skin 如您的孩子皮膚特別敏感，請備長袖衣服

RECREATION EQUIPMENT 運動用品:

- Sunglasses 太陽眼鏡
- Sunscreen 防曬用品

OPTIONAL 其他:

- Camera 相機
- Healthy Snacks 健康小食
- Petty Cash 零用錢 (小量)

SPECIAL ITEMS FOR SERVICES 與服務有關的東西:

- Presents for Primary students and the elderly 送給小朋友和長者的禮物各一份
- Teaching material, games, Hui Chun, red-packet decorations 英文教材 / 遊戲 / 揮春 / 紅封包裝飾等
- Performance clothing /material 表演的服裝或用品

Itinerary

Date 日期	Day 1 第一天 (23 Jan)	Day 2 第二天 (24 Jan)	Day 3 第三天 (25 Jan)	Day 4 第四天 (26 Jan)	Day 5 第五天 (27 Jan)
08:00-09:00		Wake up call	Wake up call	Wake up call	Wake up call Pack Luggage/ check out
09:00-10:00	Gather in Central Pier #3 Report to group leader / check documents/medicine	Breakfast (at Lotus Pond Restaurant)	Breakfast (at Lotus Pond Restaurant)	Breakfast (at Lotus Pond Restaurant)	Breakfast (at Lotus Pond Restaurant)
10:00-11:00	Departure from Central Pier #3 to Palm Island	Teaching & playing interaction games with students	Departure from Palm Island to Huizhou West Lake Tour 惠州西湖一天遊 West Lake Scenery 遊西湖風景區 (泗洲塔、 蘇東坡紀念館、九曲橋) Waiking Pickled Mustard in West Lake 梅菜一條街	Team Building Section -- Wargame	Departure for Elderly Centre (www.yeehong.org.cn)
11:00-12:00		Review the service			Elderly Center site visit
12:00-13:00		Arrival & Welcome Speech			CNY decoration at the elderly center
13:00-14:00	LUNCH	LUNCH	LUNCH (Chinese food at West Lake Hotel)	LUNCH	LUNCH (at the elderly center)
14:00-15:00	Preparation for teaching program (service for the Primary students)	Service at Assault Course/ Wargame / Shooting Court	Teaching & playing interaction games with students	Lucky Bag painting for Elders	Playing interactive games / performance
15:00-16:00	Learn Kung Fu Dance (service for the Elderly)	Check-in & fresh up	Review the service	Feng Zou Garden 豐洲園 (孤桐館區、流香聽瀑區、 東塢荷香區等六大景區)	Group Photo
16:00-17:00					
17:00-18:00	Check-in Little Chef -- Pizza making	Learn Kung Fu Dance (service for the Elderly)	Refresh	Departure to Palm Island Resort	Arrive Central Pier #3 (17:00)
18:00-19:00	Dinner -- pizza night	Dinner	Little Chef -- Pizza	Practice for performance /games (for elderly)	Fresh up
19:00-20:00					
20:00-21:00	Reflection/Journal	Reflection/Journal	Reflection/Journal	Reflection/Journal	BBQ Buffet Dinner
21:00-22:00	Relax for night	Relax for night	Relax for night	Relax for night	Rehearsal for performance /games (for elderly)
	Light out	Light out	Light out	Light out	Reflection/Journal Pack Luggage Light out

Remarks: The visit will base on the availability of the institution, schedule maybe changed with advance notice.

Students successful perform all service activities for the trip will gain 20 CS hours.

Extra CS hours will be given to students who plan for special service / performance before the trip.

Technology

As agreed at our parents meeting on the 5th of December students are NOT to bring telephones or computers. Students must take every opportunity to engage with what is happening around them and these items will be a distraction. iPods or any such music devices will be allowed but for safety reasons will only be used under direction of the staff.

As we are staying a resort telephone contact by parents can be made to their son or daughter. The times for these contacts will be restricted to evenings between 8.00 and 8.30pm. Students will be involved in activities away from their rooms for most of the time outside these hours.

In case of emergency, you should contact your group leader on their mobile number.

Each night 2 students will update the wiki on a staff member's computer to keep parents informed of the activities carried out during the day. This will be done by 9.30pm. Parents can go to the following website

<http://vsapw19guangdong.weebly.com>

to access the wiki. (It is also on the front page of this booklet)

Money Matters

You will need some spending money for the following items

- Water
- Personal toiletries you need
- Souvenirs and gifts
- Extra food and snacks

Duties of Teacher / Supervisors on Project Week

1. Each teacher will be assigned a group of 10 students for which he/she will be directly responsible during the entire trip.
2. In each group senior students will take an active leadership role in organizing the students under the supervision of the teachers.
3. On January 23 we will meet their groups at Central Pier 3, take attendance. During the trip, teachers will periodically check on students to monitor behaviour and well-being.
4. On arrival at the resort, teachers and senior students will take charge of their group and assist in check-in. Based on a rotating schedule, teachers will check on students both for lights out and morning wake-up.
5. Teachers and senior students will monitor their assigned groups on all bus rides and activities.
6. Teachers will supervise their assigned group during all activities, including completing Project Week booklets, culminating projects, etc.
7. On the last day, teachers and senior students will supervise the final clean-up and check-out of their group from the apartment/hotel. Teachers and senior students will make sure all students are counted onto the bus.
8. On return to Central Pier 3 teachers will ensure the students in their group have been safely returned to their parents.

Behaviour Contract

Remember we have **RESPONSIBILITIES** to ourselves and our fellow travelers.

Punctuality and Organisation	
Be on time for all activities.	
Be prepared for all activities with correct equipment and clothing.	
Keep our room tidy and our belongings organised.	
Respect for Ourselves and Others	
Respect the law and customs of the host country. Display cultural awareness and an appreciation of the local customs.	
Wear appropriate clothing at all times.	
Look after ourselves by eating well and taking care of personal hygiene.	
Be responsible for our own belongings.	
Show respect and be polite to all people we meet and work with.	
Listen to our peers' ideas and opinions.	
Follow instructions of teachers and all staff.	
Use polite language at all times. A smile, a "thank you", "please" works marvels.	
Be helpful and cooperative when working with others.	
Keep noise to a minimum. Be considerate of other guests' needs and rights.	
Use of alcohol, tobacco or un-prescribed drugs is strictly prohibited.	
A Positive Attitude and Good Effort	
Participate in all the activities and enjoy all the experiences.	
Challenge yourselves to learn and experience as much as you can.	
Make positive contributions to activities and discussions.	
Reflect upon our experiences and what can learn from them.	
Report any unusual circumstances, inappropriate behaviour or concerns as soon as you can, to your team supervisor.	
Rooms assigned cannot be changed.	

Safety

Safety is the most important consideration for all members on this trip. Please remember the following:

1. All illnesses, incidents, accidents, must be reported to a teacher ASAP.
2. STAY hydrated – **do not** wait until you are thirsty to drink water.
3. Students must not go near water or swim without permission and supervision of an adult.
4. Students must be supervised at all times.
5. Never go anywhere alone, ALWAYS be with your buddy.
6. Be aware of your surroundings – watch for slippery or uneven surfaces where it is easy to fall.
7. Always wear something on your feet. Never go anywhere outside barefoot.

If you are ever separated from the group:

1. Do not panic.
2. Depending on the location, stay where you are, it will be easier to find you. Do not wander around.
3. Never go off with a stranger.

Health and Hygiene:

- Always wash your hands before eating.
- Always wash your hands after going to the toilet
- Do not share personal items of toiletries; such as brushes, combs, toothbrushes.
- Do not buy fruit and vegetables that have already been opened or cut from a shop or the market.

Sign your name here to show you understand and agree to these behaviour and safety guidelines.

Student's signature _____

Date _____

Parent's signature _____

Date _____