



家长值日

Parent on Duty

- 1、 提前5到10分钟到指定负责区域。

Arrive the designated area 5 to 10 minutes in advance.

- 2、 值日前到学校办公室签到，并领取值日袖章，值日后归还袖章。

Sign-in and pick up the armbands at the school office before duty. Return the armbands after the duty.

- 3、 负责指定区域的秩序，对不遵守守则的学生进行制止和劝导。典型行为包括奔跑、推攘、喧哗、破坏公共物品等。

Responsible for the order of the designated area. Stop and persuade the students who don't comply with the Student Conduct. Typical behaviors include running, pushing, bustling and damaging public properties

- 4、 协助负责区域内老师完成教室内纪律的监督。

Assist the teachers in the designed area to supervise the classroom disciplines.

- 5、 将严重违反守则或不听劝导的学生汇报到学校办公室。

Report the students who seriously violate the rules or do not take advices to the school office.

- 6、 留意学生是否在没有大人陪同的情况下离开教室和走廊，特别是出口方向的楼梯。

Pay attention to whether students leave the classroom and corridors without adults accompanying, especially to the direction of the exit stairs.

- 7、 如发现任何突发异常情况或人员，请及时处理，并汇报到学校办公室。

Promptly handle situations of any sudden abnormalities or personnel, and report to the school office.

TCMS BUILDING MAP



