



2023-24 Key Information For Parents / 学校关键信息

学校资料 / School Information	上学期 / First Semester	下学期 / Second Semester
学期 / Term Dates:	10 Sept 23 – 4 Feb 24	18 Feb 24 – 7 Jul 24
课堂次数 / No. of Lessons:	18	17
上课时间 / Lesson Time:	1:00pm – 3:00pm	
休息时间 / Break Time:	Year 1-2: 1:50pm – 2:00pm / Year 3+: 2:10pm – 2:20pm	

学费 / Tuition Fees (开学时支付 / payable at start of academic year)	第一至八班 Years 1-8	会考班 GCSE 1 & 2	高级会考班 A Level 1 & 2
全年学费及书费/Total Annual Tuition & Book Fee	£250	£290	£290
银行转账支付学费: (请用学生姓名和班级作为付款备注) Fee payment by bank transfer: (Please quote pupil's name and class as reference)	Bank Name: Barclays Bank Sort Code: 20-23-55 Account Number: 63218856 Account Name: Coventry Chinese School		

请注意 / Please Note:

- 如学生在学期中缺课, 已支付的学费不予退还。如果学生在学年中途退学且家长事先通知校长则可应要求安排退回部份学费。退还的金额将由校长计算, 并从退还的金额中扣除 10 英镑的手续费。家长需要向校长提供银行帐户资料以便 BACS 退还未使用的课程。发给学生的教科书和其他教材不予退还。 Fees paid are not refundable for any unattended lessons during the academic year due to pupil's absence. Partial fee refund can be arranged on request should the pupil withdraw midway through the academic year with prior notice to the Headteacher from their parent. The amount of fee to be refunded will be calculated by the Headteacher and an admin fee of £10 will be deducted from the refunded amount. Parent will need to provide bank details to the Headteacher for refund on unused lessons by BACS. Text books and other teaching materials handed out to pupils are non-refundable.
- 家长不得陪同子女在教室内上课。 Parents/Guardians cannot accompany their child(ren) in classroom during lessons.
- 请家长鼓励子女完成功课。 Parents must encourage pupils to complete any assigned homework.
- 有些教科书内容较多, 需分两年教完。这些教科书的成本较高, 目前书本费由学校补贴。如果学生丢失书本, 或中途中断学业, 本校保留向家长收取教科书全额费用的权利。 Some of the textbooks are intended to be used over 2 academic years and some of the more costly textbooks used are partly subsidised by the school. Therefore, our school reserve the right to charge parents the full cost if the text and exercise books are lost or if the pupils discontinue their studies mid-term.
- 在学校等候的家长及幼儿也必须避免在校舍内进食, 但可以喝自带饮料三点下课后立刻离开校园。 Parents and young children waiting at school must also refrain from eating inside the school building but drinking will be allowed. All pupils and parents must leave the school premises as soon as the lessons finish at 3:00pm.
- 请浏览学校网站有关学校信息, 时间表, 照片, 往年考试试卷。家长也可以加入学校 Facebook 网页接收学校最新消息及暂时停课通告等等。 Detailed information about the school, timetable, photo gallery and past test papers can be found on the school website. Parents are also encouraged to like the school Facebook page for more up to date news or temporary school closures etc.

学校联络资料 / School Contact Information:

学校网站 / School Website:	www.coventry-chinese.co.uk	
Facebook Site:	www.facebook.com/coventrychineseschoolintheuk	
学校地址 / School Address:	Ernesford Grange Community Academy, Princethorpe Way, Coventry, CV3 2QD	
联络电话 / Contact Mobile:	07762 728220 (Monday-Saturday between 6-7pm and Sunday between 12-4pm only) Please leave a voice or text message if unanswered and we'll return your call asap.	
校长 / Headteacher:	曹飞 / Jessica Cao	headteacher@coventry-chinese.co.uk
副校长 / Deputy Headteacher:	Matt Towner	deputyhead@coventry-chinese.co.uk
秘书 / Secretary:	杨晓莉 / Ella Yang	secretary@coventry-chinese.co.uk
财务 / Treasurer:	钟燕媚 / Emy Chung	treasurer@coventry-chinese.co.uk