

Hi Community Learning tutors and members,

As we are fast approaching the end of this semester and the beginning of the summer holiday season, I would like to take this opportunity to thank you for your support, patience and understanding particularly during the COVID crisis as I navigated around the challenging obstacles over the course of the year. Together, we were able to safely continue our Community Learning activities for the whole of Semester 2. I particularly thank all the tutors who took up their responsibility beyond the call of duty and accommodated all the changes required and made extra effort to teach online as well as at the centres. Despite all the extra precautions we had to adhere to in order to protect us from COVID, I trust that you shared an enjoyable time of learning together. I look forward to seeing you again next year and I wish you all a blessed Christmas and a safe and happy New Year.

Here are some important reminders:

1. There will be **No Open Day concert this year** due to the COVID restriction. The **last day** of term 4 will be **on 10/12/2020** (Thursday).
2. On behalf of all the members of Centres 1 to 4, their contribution of "\$5 Tutor's Gift " will be distributed as" a lump sum monetary gift" to the tutors of these 4 centres. There will be **No "Thank Tutors' Luncheon" this year.**
3. The **Registration for 2021 Semester 1** will be moved to **mid-January next year (2021).**

Registration Days as follows:

	Date	Time	Place
Monday courses	18/1/2021 (Mon)	9:30am—12pm	W Ryde Uniting Church - enter from upstairs hall
Tuesday courses	19/1/2021 (Tue)	9:30am—12pm	Eastwood Uniting Church - enter from side entrance
Wednesday courses	20/1/2021 (Wed)	9:30am—12pm	Eastwood Uniting Church - enter from side entrance
Thursday courses	21/1/2021 (Thurs)	9:30am—12pm	Eastwood Uniting Church - enter from side entrance

4. A one off "\$5 Thank Tutors' Gift" will be collected on behalf of members on Registration Days but those who only choose courses indicated with an asterisk * on the program will be exempted from this payment.

Important changes about registration next year:

1. There will be **NO registration by PHONE or by EMAIL** next year. To avoid congestion on the registration days and ensure that we are following the COVID safe room capacity limit during registration, we will **only accept registrations in person on the day of your chosen courses.**

For example:

- Monday courses: Enrol on 18/1/21 Monday at W Ryde
 - Tuesday courses: Enrol on 19/1/21 Tuesday at Eastwood
 - Wednesday courses: Enrol on 20/1/21 Wednesday at Eastwood
 - Thursday courses: Enrol on 21/1/21 Thursday at Eastwood.
 - Multiple day courses: Enrol on the first or anyone of the days of your chosen courses, we can enrol all the other days for you at the same time.
 - Each person can lodge 3 registration forms at the same time on condition that they are of the same registration day.
2. To avoid congestions in the hall, you may be asked to drop off your enrolment forms and we'll issue a "Service Ticket" for you to return before 12:30pm on the same day to make payment and get ID card and receipt. Please note that if you do **not return before 12:30pm on the same day to make payment**, the enrolment **application will be cancelled**.
 3. We are very much grateful to the volunteers who help with this task during the Registration days and we appreciate your patience, understanding and cooperation as they try to help you.

Important changes about 2021 Semester 1:

1. All the available **credits** carried over **from the shutdown of term 2 in 2020** **must be claimed at the enrolment of Semester 1 2021**. All **unclaimed credit will be forfeited after** the end of Semester 1 2021. (i.e. **24/06/2021**)
2. From 2021 onwards, all members will only be allowed to enrol **not more than 4 courses per day**.
3. Members who enrol on both Mondays' and Thursdays' NBC Badminton Sport Centre will be charged an extra \$10.
4. All tutors, who wish to play badminton on Monday and/or on Thursday, are required to pay :
Either one day @ \$10 per semester ; both days @\$15 per semester

Wishing you a safe and happy holiday season and I look forward to seeing you again next year,

Ying Carruthers,

Coordinator of CCA Community Learning

30.11.2020

致:社區學習導師和參與者

本學年快要完結而一個悠長的暑假也快將開始。我借此機會感謝您們的支持、耐心及體諒，在這一年裏，特別是在 COVID 疫情期間，雖然要應付所有意想不到的障礙，我們也能夠安全地繼續開展 2020 年整個下學年(兩個學期)的社區學習活動。我亦特別感謝導師們的鼎力支持，承擔了超越他們範圍內的責任，努力適應所有需要及變化，熱心並盡力地回中心教學或透過網絡在線上教學。盡管我們要遵守所有額外的守則以確保大家在疫情期間的安全，我深信您們都可以分享到學習時的歡樂時刻！

冀望明年再與您們見面並恭祝您們有一個安全、愉快的聖誕及新年！

本學年完結之前的幾點重要事項提醒：

1. 由於 COVID 疫情的人數限制，今年將沒有開放日。第四學期的最後一天是 10/12/2020 (星期四)。
2. 謹代表參加「中心 1 至中心 4」的會員，將你們以 \$5 集資的「導師禮物費」，以「一筆款項」形式分發給這四個中心的導師，以示答謝。今年將不會安排「謝師午宴」。
3. 2021 上學年(兩個學期)的註冊日將移至明年(2021 年)1 月中旬。

註冊日期如下：

	註冊日期	時間	地點
星期一活動	18/1/2021 (星期一)	9:30am— 12pm	W Ryde Uniting Church -入口在上面禮堂
星期二活動	19/1/2021 (星期二)	9:30am— 12pm	Eastwood Uniting Church -從側門進入
星期三活動	20/1/2021 (星期三)	9:30am— 12pm	Eastwood Uniting Church -從側門進入
星期四活動	21/1/2021 (星期四)	9:30am— 12pm	Eastwood Uniting Church -從側門進入

4. 在註冊日，本中心會向各會員收取一項「\$5 導師禮物費」以集資作年終禮物答謝各導師。但只參加有「*」的課程不須繳交這費用。

有關註冊的重要更改：

1. 明年(2021 年)不會接受「電話」或「電郵」登記註冊。為免擠逼及確保大家在註冊時有一個安全的距離空間，註冊日是根據所選報活動的星期天來識別，個別註冊日只接受同一個星期天的活動註冊。

例子：

- 星期一的活動：於 18/1/2021(星期一) 到 W Ryde 註冊參加
 - 星期二的活動：於 19/1/2021(星期二) 到 Eastwood 註冊參加
 - 星期三的活動：於 20/1/2021(星期三) 到 Eastwood 註冊參加
 - 星期四的活動：於 21/1/2021(星期二) 到 Eastwood 註冊參加
 - 參加多於一天活動：於所選參加活動的首天或任何一天，到指定的註冊日及地點註冊參加，中心會一併辦理其他日子的註冊。
 - 每一會員可同時遞交三份註冊表格，但必須是同一指定活動註冊日。
2. 如註冊期間等候人數太多，中心會以「派籌」形式，要求會員留下報名表格，並於當日指定時間回中心繳費，如會員未能於當日 12:30pm 前繳交所有費用，報名表格會作廢。
 3. 本中心十分多謝各位義工在註冊日的幫忙，亦感謝大家對義工們工作的忍耐及體諒。

2021 上學年的重要更改事項：

1. 所有從 2020 年第二學期因疫情取消活動的「扣減回贈」，最遲必須在 2021 上學年(第一及第二學期)報名註冊時使用。所有未申領的「扣減回贈」會在上學年最後一天(即 24/06/2021)後取消並無效。
2. 從 2021 開始，所有會員每日最多只可選擇參加四個活動。
3. 凡報名參加星期一及星期四(兩日)羽毛球的活動，會額外多收\$10。
4. 導師們如參加星期一及 / 或星期四的羽毛球活動將要繳交以下費用：
參加任何一天羽毛球活動 - 每學年(兩個學期) @ \$10
參加兩天羽毛球活動 - 每學年(兩個學期) @ \$15

祝大家聖誕及新年平安快樂並希望明年再與您們見面

社區教育中心主持 李愛瑩 敬上

2020 年 11 月 30 日