

Teachers MUST Know Before Hitting the Road!!

(1) Please call Dr. Julie Reffel at **229-563-5267** when you are 10 minutes away. We will have your Ambassador/Tour Guides ready to stand by to welcome you.

(2) Arriving Time

We urge all schools try your very best to arrive before 8:50 a.m.!!

All of the presentation will start at 9:00. **If your school will be late, our schedules need to be kept as set without waiting for your group to catch up.** The whole tour around the world is organized in timely manners and must go on as scheduled. The programs end at 2:00. The food booths open till 2:30.

(3) Parking without any frustration and delay

Print your group # and have the paper placed in the bus' window. Our ambassador will assist you how to park without any delay.

(4) Support Lunch and Souvenirs Sale

We wish to earn your support and assistance in promoting the lunch and souvenir sale among students...the income that truly help to make this project become possible for future years.

The snacks foods of chicken on stick, egg rolls and dumpling sell for \$1.00. Souvenirs are ranged from \$15.00 for the professional quality of Chinese diabolo to most of items ranged \$2 - \$5. We need teachers to advise and direct students **NOT TO** play with the souvenirs they purchase from the Global Bazaar. All items must be kept in the bag and not to play with during the program. Playing with the souvenirs (Some even make noise!!) has become distracting. At the request of our presenters, please be attentive to this manner.

(5) TEACHER' LUNCH

Regretfully, since it has caused too much confusion, we will **NO LONGER** provide free food for teachers, chaperones or bus drivers... Please bring your own lunch and purchase the snack foods.

(6) Tour Guides:

Continue our tradition, we will have well-trained college ambassadors as your tour guides who are responsible in controlling the time and the route for your station visit. But teachers need to accompany their students for whole trip and step in to help out whenever necessary.

(7) From Station #1 to Station # 2

This area may be a little bit complex since students will float around at their own pace for one hour. This is how it would work well:

(1) Get together **in the lobby area** to introduce what we have for **station 2: Lunch, Bazaar, Arts/Crafts, Magic/Puzzles, Games/toys; Altogether, they have 45 minutes!!**

(2) Students move to area of interest **freely**. However, be cautious that shopping at the bazaar has to wait till the hallway is clear for students who move from station 4 to 5.

(3) All of the students **must eat lunch while visiting station # 2!!**

Students are scheduled to eat lunch at 9:00 may wait till the next students at East Asia to eat their lunch at 10:00 a.m.

(4) Encourage students to come back **Saturday** to take time to explore more hands-on activities fun.

(5) Ambassadors need to go around reminding students to move around to explore all activities.

(8) Fill out Teachers Survey - We are most GRATEFUL & every teacher will get a present when turn in the surveys.

As required by the grants we received from the state governments, all teachers must fill out the survey which will be passed out to you when you visit the 1st station. Teachers' inputs provide us with valuable insights we can use when preparing future presentation. Azalea International Folk Fair is committed to providing a valuable cultural experience program for our school systems. We value your comments deeply and will work hard to exceed your expectations. Please be most generous to share your ideas with us. ... The only way that we may serve your curriculum needs and meet your expectation.

Teachers turn in the surveys will get a present from the FBI!!

(10) Finally, dear administrators and teachers, **once again**, we urge your thoughtful understanding and kindly concur that because of the high volume of up-front costs involved in preparing for the project from **all hardworking, non-paid volunteers** who have been giving generously their time, effort, and even personal funds to support the project, we cannot ask them to take all loss for schools withdrawing from the trip at the last few days. **We regret that we must enforce a policy of non-refundable, pre-paid admissions.**

In case of inclement weather that caused schools from being able to attend on time, we urge schools do not call off the trip immediately in the early morning, but wait till 11:00 a.m. since the program last till 2:00 p.m. and we will be most happy to stay open as long as you like.

If the weather continues to be bad and makes it impossible for your school to come, we will then come to your school for an exhibition and presentation in the following week or at your convenient schedule. If schools can NOT cooperate on this policy, we will then not be able to give your school our priority to serve in the future. **Even worst, the project will not be able to continue anymore.**