



Child Protection Notice for Visitors

Dear Visitor,

Welcome to Yew Chung International School of Hong Kong; we hope you enjoy your experience with our school community. We appreciate your time and willingness to support our students in their learning.

We would like to make you aware that our school is committed to providing a safe environment for all students, regardless of age. Therefore, we would like visitors to be aware of our expectations regarding child protection. Please take the time to read through these expectations and if you have any questions or concerns please raise them with a member of staff. The full *Child Protection Policy and Procedures* can be found on the school website.

Expectations of Visitors:

Visiting Adults will:

- Sign in at the gate and wear their Visitor's Pass at all times when on campus
- Treat all students with respect and provide safe and supportive interactions that foster students' social, emotional, physical and academic development
- Ensure there is always a member of staff or school representative present during interaction with students.
- Report any unacceptable and / or concerning behaviour from a student or adult
- Only use designated adult washrooms

Visiting Adults will not:

- Take photos or videos of students
- Provide students with any personal contact information
- Accept or ask for personal contact information from students
- Make any contact with our students outside of sanctioned school activities
- Act in a way that can be perceived as threatening or intrusive
- Initiate any physical contact with a student
- Respond to any physical contact from students. If this does occur, immediately report it to a member of the school staff
- Make inappropriate promises to students, particularly in relation to confidentiality

- Make any sarcastic, insensitive, derogatory, racial or sexually suggestive comments or gestures to students or others in front of students, parents, staff or others
- Engage in any form of harassment, bullying or inappropriate discipline
- Give any individual students gifts of any form, without informing their parents or the school leaders prior to the visit
- Accept any form of physical, verbal or emotional abuse from a student. If this does occur, immediately report it to a member of the school staff

If you do have any concerns during your school visit, please contact a member of the School Leadership Team via the School Office. Thank you for your attention to this important matter and we hope you enjoy your experience at our School!

Please sign to acknowledge that you have read and understand the conditions above on the *Visitor's Registration Form* at the security gate and ensure you wear your visitor's badge while on campus.