

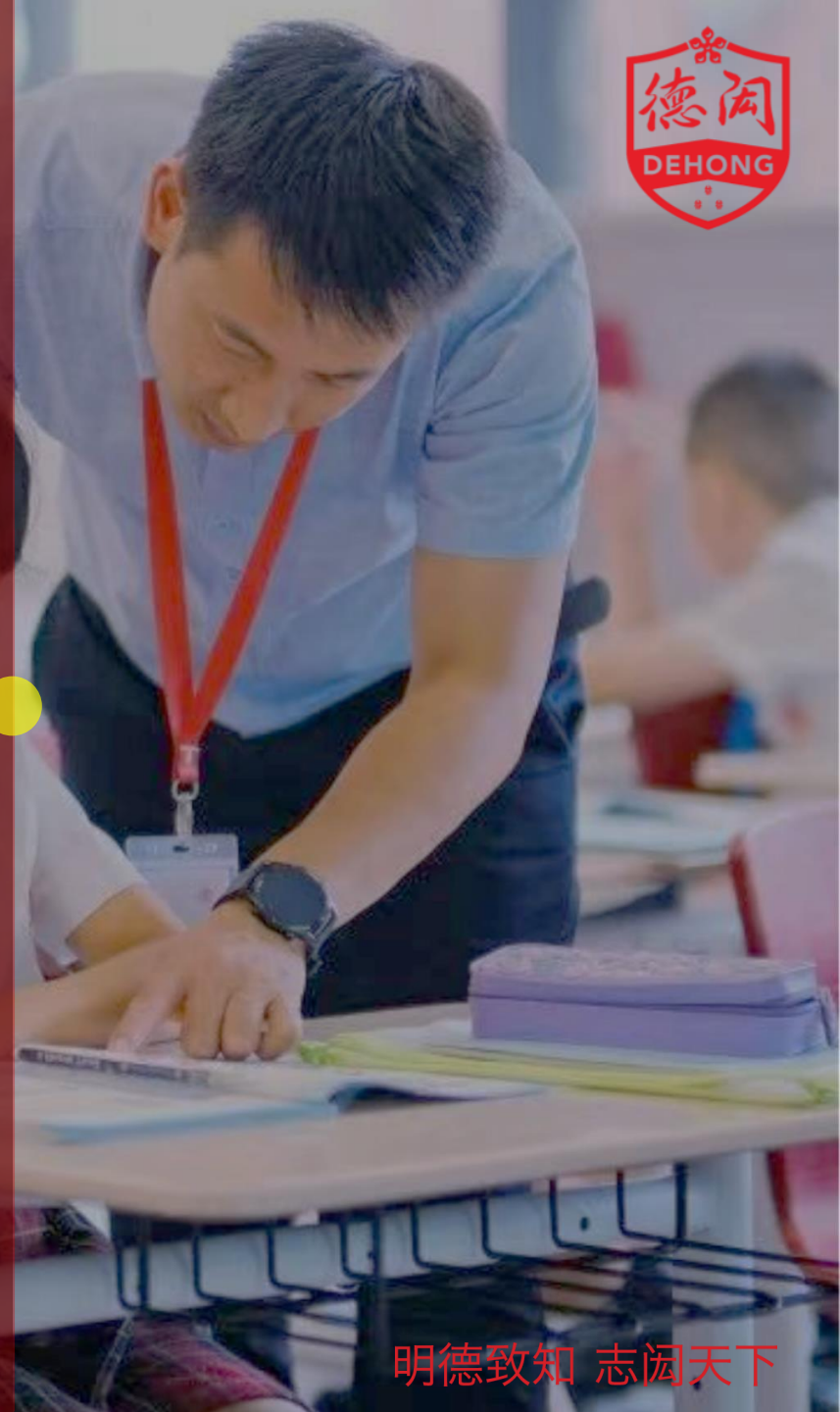


# SAFEGUARDING TRAINING

SY24-25

2024/08/20

安全在校



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安全是一切活动的基础，是一切活动的前提，是不可超越的先决条件。  
Safety is the foundation of all activities, the premise of all activities, and an insurmountable prerequisite.

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# 01

## 安全制度

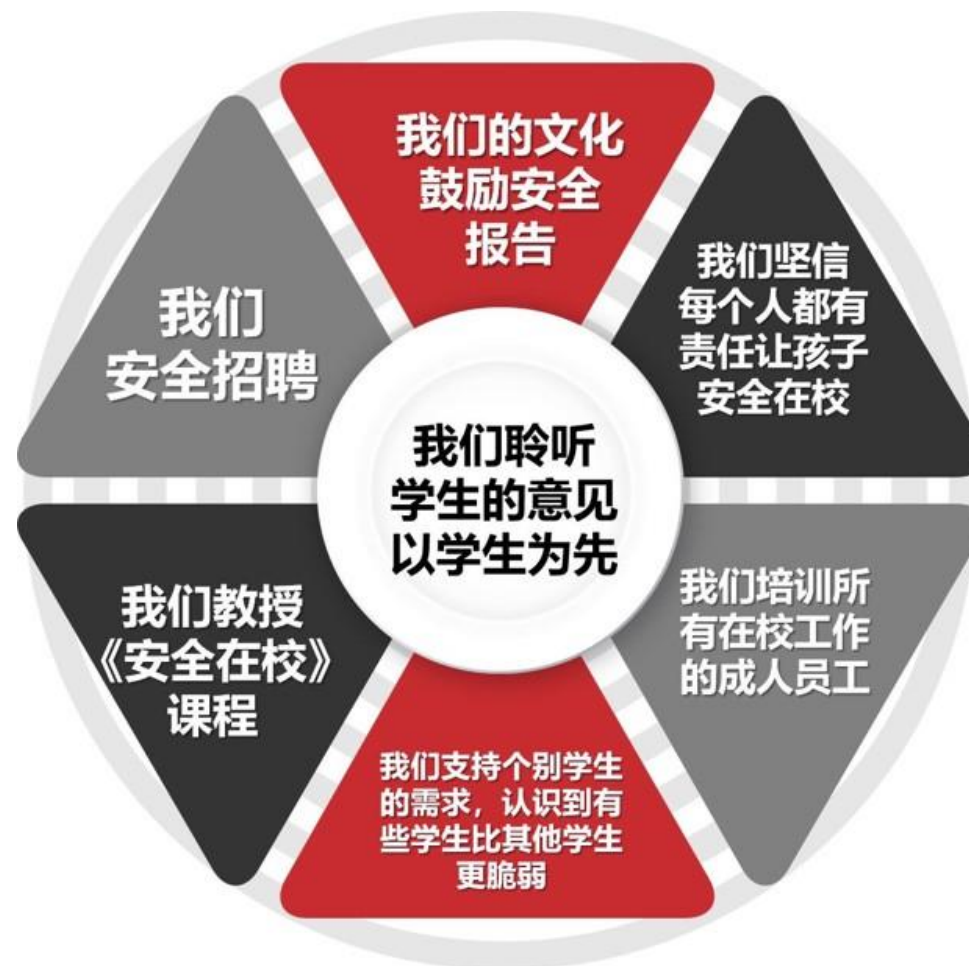
### System and requirements

## 01 | 安全制度 System and requirements



At the **core** of our **Safe at School** framework are **7 basic principles** which every member of the Dehong community must adhere to.

最为核心的，是每位德闳教育成员必须遵守的7项指导原则。



# 安全系统与基本要求 Systems and requirements



## 访客制度 No lanyard, No entry

如果你需要邀请家长到校，需要提前将来访者的姓名、数量、事由发给前台，他们会协助核对与放行  
If you need to invite parents to school, you need to send the name, number and purpose of the visitor to the front desk in advance, and they will assist in checking and releasing them.



## 禁止烟酒 No smoking, No wine

德闳是一个无烟校园，同时，我们希望每个人进入校园时都不要喝酒，并且酒后不要工作。  
We are a tobacco-free campus and at the same time, we expect everyone to be alcohol-free when entering the campus and to not conduct work after drinking.



## 监控覆盖 Full monitoring coverage

全校已安装518部有效摄像头，基本覆盖校园的角落，我们希望做到无死角，但如果涉及安全，你发现了监控死角，请及时反馈  
The school has installed 518 effective cameras, which basically cover every corner of the campus. We hope to achieve no blind spots, but if you find a blind spot in the surveillance, please give us feedback in time.



## 报告制度 Reporting System

在德闳，当我们遇到安全问题或者可能产生安全隐患的现象，每一个教职工都有责任及时报告，并及时制止危险发生  
At Dehong, when we encounter safety issues or phenomena that may pose safety hazards, every member of DEXA has the responsibility to report them in a timely manner and stop the danger from happening in a timely manner.

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02

安全事项

Safety Precautions

## Safety in the classroom

### 教室内的安全事项

#### ▶ 点名制度

每节课需要点名以确保学生均已进入教室，如有无故缺勤学生请及时反馈给班主任，班主任了解缺勤原因

#### ▶ 接送学生

G1-3年级学生需要由任课教师或助教接送排队前往教室，其他年级学生自行前往

#### ▶ 学具使用

禁止学生携带刀具、剪刀、锄头、钢尺等锋利危险用品入校，课堂使用安全剪刀，所有教具使用完需要清点数量以免学生带离教室

#### ▶ 课堂安全

课堂活动或实验前，需要强调安全规则，如需要带学生到户外公共区域实验请及时报备学科负责人，并报备OPS以加强活动区域的安全保障

#### ▶ 应急事件

学生在课堂中如果受伤（皮外伤、颈部以上受伤），需要由成人陪同去医务室就医，按照学校流程处理后续工作

#### ▶ Sign in

Teachers need to sign in every class to ensure that all students have entered the classroom. If there are students who are absent without reason, please report it to the class teacher in time so that the class teacher can understand the reason for the absence.

#### ▶ Pick-up students

Students in grades G1-3 need to be picked up by their teachers or teaching assistants and line up to go to the classroom. Students in other grades must go by themselves.

#### ▶ Use of learning tools

Students are prohibited from bringing sharp and dangerous items such as knives, scissors, hoes, and steel rulers into school. Safety scissors are used in class. After all teaching aids are used, teachers need to count the number to prevent students from taking them out of the classroom.

#### ▶ Classroom Safety

Safety rules need to be emphasized before classroom activities or experiments. If you need to take students to outdoor public areas for experiments, please report to the subject leader in advance and report to OPS to strengthen the safety of the activity area.

#### ▶ Emergency

If a student is injured in class (skin injury, injury above the neck), he/she needs to be accompanied by an adult to the infirmary for medical treatment., handle subsequent work according to school procedures



## Outdoor safety matters 室外的安全事项

### ▶ 公共区域

禁止学生在室内公共区域奔跑、打闹，以免造成伤害，如果发现学生有以上行为应该立刻制止

### ▶ 运动区域

学生活动时，值日教师或者带班教师需要关注学生，避免运动时出现推、拉、抱、踢等危险动作，如遇到以上行为及时提醒

### ▶ 安全管理

禁止让学生进入没有教师的办公室，不允许让学生抱电脑以及其他有安全隐患的物品，禁止让学生出入打印室打印资料，教师的门禁卡不得让学生使用

### ▶ 学生管理

有学生的地方必须有老师的陪同，如发现学生在无教师管理的区域请及时让其离开并上报

### ▶ 安全环境

室内遇水易滑，无论是教师或是学生都应避免摔倒，一切小心

### ▶ Outdoor

Students are prohibited from running or fighting in outdoor public areas to avoid causing harm. If students are found to have the above behaviors, they should be stopped immediately.

### ▶ Sports area

When students are doing activities, the teacher on duty or the teacher in charge needs to pay attention to the students to avoid dangerous actions such as pushing, pulling, hugging, kicking, etc., and remind them in time if they encounter the above behaviors.

### ▶ Safety management

Students are not allowed to enter the office without teachers, carry computers and other potentially dangerous items, enter the printing room to print materials, and students are not allowed to use teachers' access cards.

### ▶ Student Management

Students must be accompanied by teachers. If you find a student in an area without a teacher, please ask them to leave and report it immediately.

### ▶ Safe Environment

It is slippery when exposed to water. Both teachers and students should avoid falling. Be careful.





# STUDENT WELLBEING 学生的身心健康

## Privacy Protection 儿童隐私保护

Don't talk about any topic about students' privacy with others. To protect students' portrait rights, please do not post students' photos on any personal social accounts or unofficial media.  
请勿与他人随意谈论关于学生隐私的任何话题，保护学生的肖像权，请不要将学生的照片发布至个人的任何社交帐号和非官方媒体



## 儿童食品安全 Student Food Safety

Teachers can't give students candy or food as rewards. Students are not allowed to bring snacks into school. Avoid using materials or equipment that have not been approved or tested for safety.  
教师奖励学生的物品不可以是糖果、食物，学生不得带零食入校，始终注意学生的过敏和医疗状况，并确保采取适当的措施。

## View monitoring permissions 查看监控权限

Any teacher who wants to view the surveillance needs to obtain the consent of the DBA and be accompanied by a school leader.  
Photographing and recording are not allowed.  
任何教师需要查看监控需要得到DBA的同意，在一位学校领导的陪同下共同查看，不得拍照，录像



## 正确解决问题 Correct problem solving

When teachers are facing students solving problems, they should not be dominated by their emotions, but allow students to make mistakes and give them correct guidance and education.  
教师在面对学生解决问题得时候，不要被自己的情绪主导，要允许学生犯错误，给予正确的引导和教育

## Teachers' civilized language 教师文明用语

Teachers should behave appropriately, not insult students, students first, and communicate and resolve any problems in a timely manner.  
老师的言行举止得体，不可以辱骂学生，以学生为先，有任何问题及时沟通解决



## 安全风险评估 Security Risk Assessment

Any matters concerning students should focus on their physical and psychological safety, make good risk assessment reports, and keep all unsafe factors to a minimum.  
有关于学生的任何事宜，都应该以学生身体安全和心理安全为重点，做好风险评估报告，将一切不安全的因素控制在最小范围

**Students First 学生为先**  
**Safety Priority 安全为重**

## STAFF SAFETY 教职员工的的安全

### Safety during commuting 上下班路途中的安全

Driving and other transportation safety,  
Routes and speeds of vehicles entering and leaving the school  
驾驶机动车和使用其他交通工具时的安全，车辆入校和离校的路线以及行驶速度



### Privacy protection for staff 员工的隐私保护

Do not discuss other people's privacy without authorization, respect  
cultural differences, understand others with an open and inclusive  
mindset, convey positive thoughts, and advocate behaviors that are  
conducive to physical and mental health.  
未经授权请勿谈论他人隐私，尊重文化差异，以开放、包容的心态  
理解他人，传递积极的思想，倡导有助于身心健康的行为



### Personal safety of staff 教师个人安全

Don't post unverified inappropriate comments on your personal account,  
maintain your image as a teacher, and protect your own safety first  
不在个人账号发表未经证实的不当言论，维护个人教师形象，  
保护自身安全为先



### 教师的身体健康 Physical health of staff

The school attaches great importance to the health and safety of every employee.  
We hope that everyone will not go to work when they are sick. If you feel unwell,  
you should seek medical treatment in time and complete the physical examination  
on time every year.  
学校重视每一位员工的身体健康与安全，希望大家不要带病上班，  
如有身体不适及时就医，每年按时完成体检

### 个人的财物安全 Personal property safety

Please keep any valuables by yourself to avoid loss of personal property.  
任何贵重的物品请自行保管，避免个人财物损失

### 使用设备教具的安全

Prevent safety accidents when using electricity, water, fire, laboratory equipment,  
paper cutters, and planting tools in daily work. Prohibition of the use of induction  
cookers  
日常工作时，使用电、水、火、实验器材、裁纸刀、种植器具时，  
防止安全事故的发生，禁止使用电磁炉等



## Encourage Open Communication 鼓励开放式沟通

Create an environment where students feel comfortable reporting safety concerns or incidents.  
创造一个让学生可以轻松报告安全问题或事件的环境

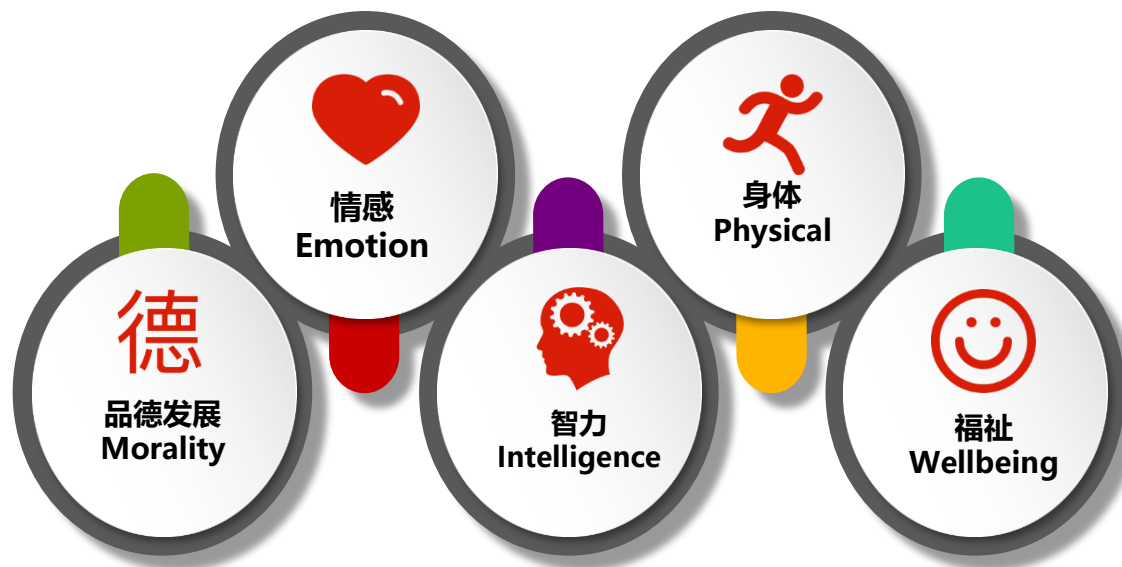
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- 教师、家长、员工、外部入校的成人都具有安全的意识
  - 鼓励学生发现问题，随时向老师报告
  - Teachers, parents, staff, and adults from outside the school are all aware of safety
  - Encourage students to report problems to teachers at any time
-

# 03

## 报告流程 Reporting Line

在德闳，对“安全在校”的定义是：  
采取行动保护儿童的各个方面



保护学生是我们一切事物的核心

Protecting Students is the core of all work

# Who do you report to ?

## 您可以向谁报告?



Travis Washko



Scott Zhang



James Thomas  
Fitzpatrick



Cathy Zhang

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**Do not wait, report ! 别再犹豫，报!**

These are also the people you can also go to if you have a concern about a child  
如有关心孩子的问题这些也是你可以去找的人



# Who do you report to ?

## 您可以向谁报告?



Travis Washko

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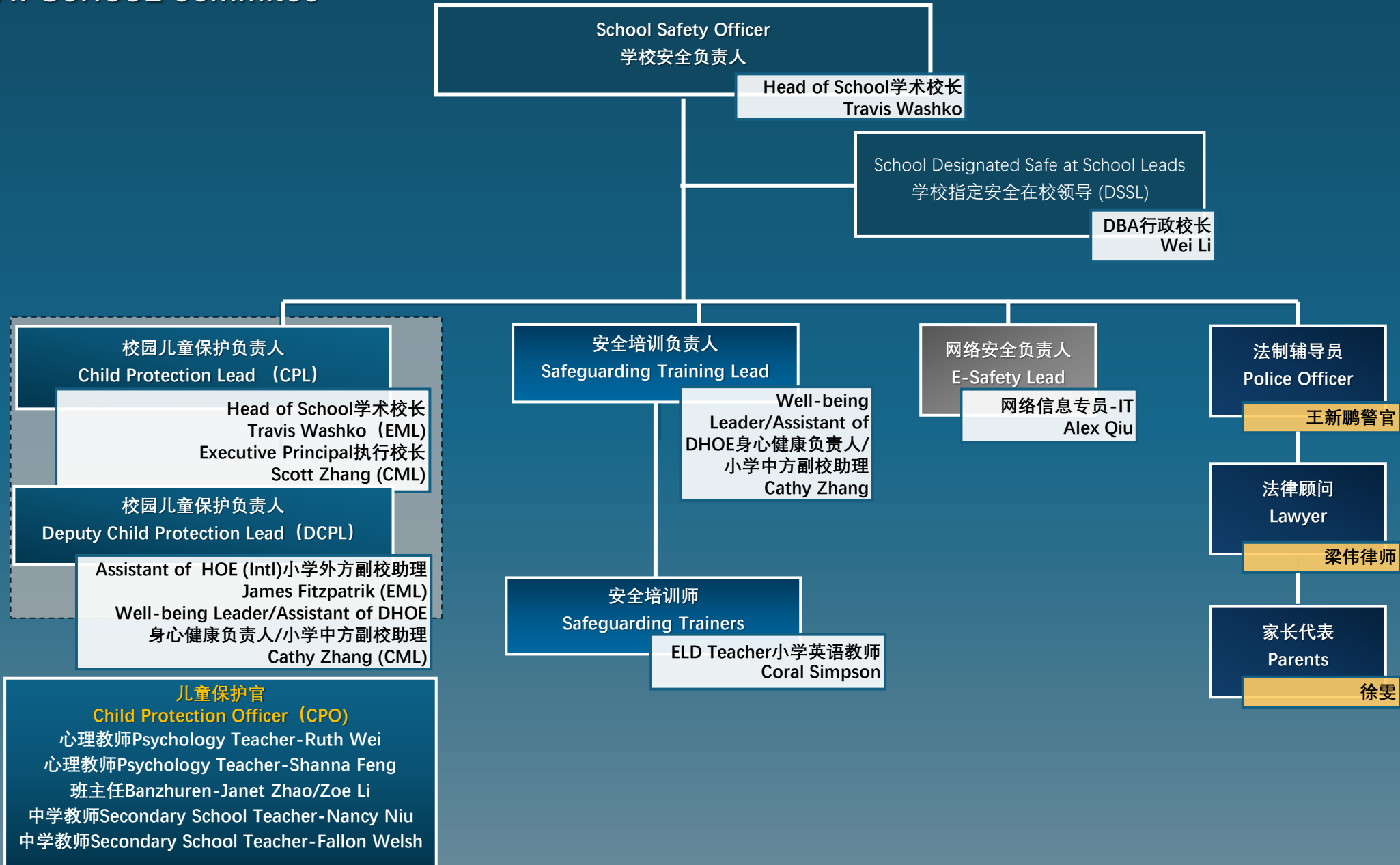
**Do not wait, report ! 别再犹豫，报!**

These are also the people you can also go to if you have a concern about a staff or adult

如果您对职员或成人有顾虑， 可以找.....



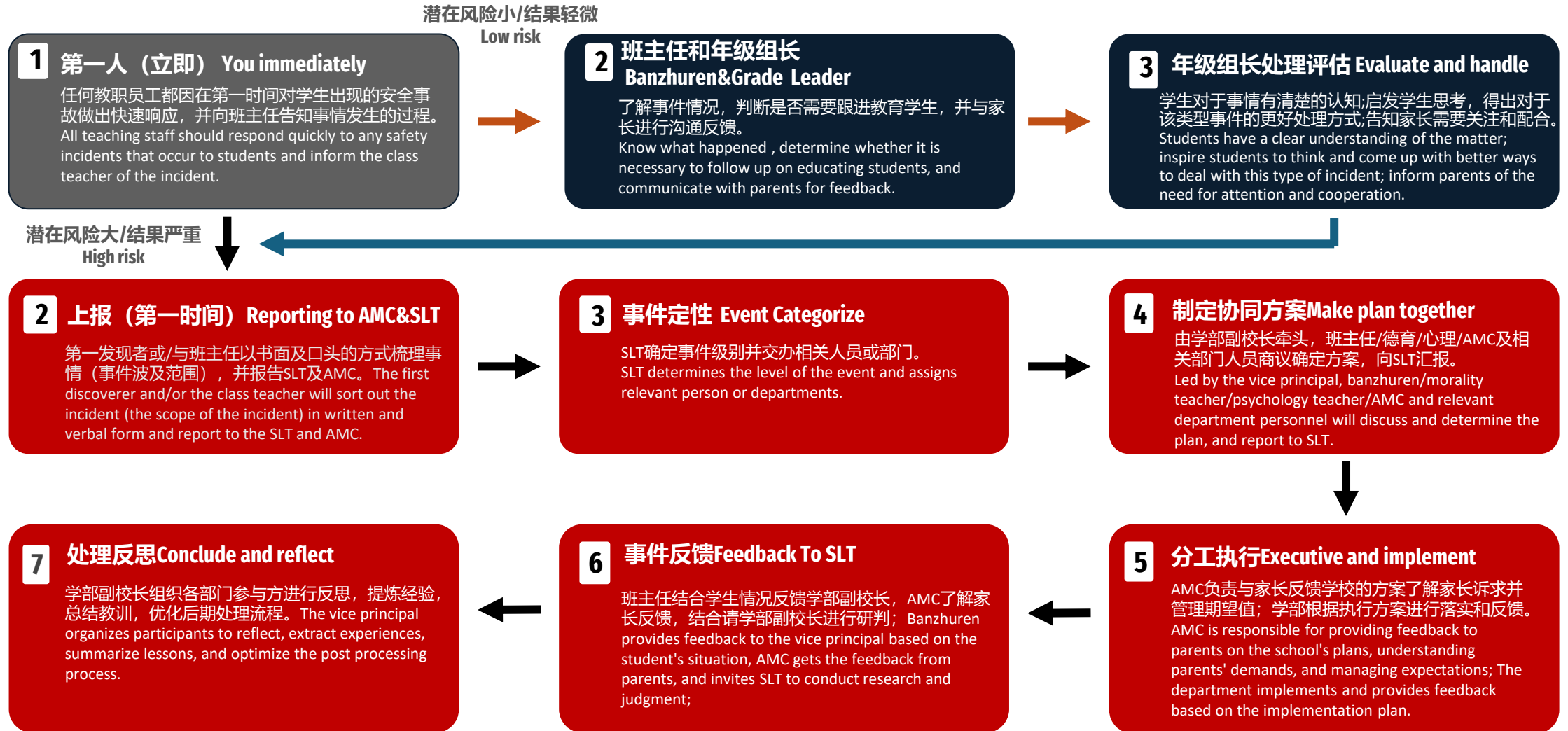
# 学生在校安全委员会 SAFE AT SCHOOL Commitee





# 学生安全事故处理流程

## Student safety incident handling process





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04

案例学习

Case Study

## CASE STUDY 案例学习

教室内学生摔倒受伤  
Student falls and gets  
injured in classroom

学生在室内课堂内不慎摔倒，脸部和颈部着地，嘴角、面部有轻微伤痕  
The student accidentally fell in the classroom, landing on his face and neck, with slight scars on the corners of his mouth and face.

学生多次与他人发生冲突  
The student repeatedly had  
conflicts with others

学生在课内和课外经常与他人发生言语冲突，行为举止无边界感  
Students often have verbal conflicts with others in and out of class and behave without a sense of boundaries.

校外活动中学生身体不适  
Students feel unwell during  
outdoor activities

学生参加校外活动时身体突感不适，经检查无法判定学生的病因  
The student suddenly felt unwell while participating in an off-campus activity, and the cause of the student's illness could not be determined after examination.

学生出现行为异常  
Students exhibit abnormal  
behavior

学生的行为异常，情绪低落，与日常行为相比有一些反常  
The student's behavior is abnormal, he is depressed, and there is something unusual compared to his usual behavior.

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THANK  
YOU