



XLIS

XI'AN LIANGJIATAN
INTERNATIONAL SCHOOL

2024-2025

XI'AN LIANGJIATAN INTERNATIONAL SCHOOL

CHILD PROTECTION CODE

OF CONDUCT

Child Protection Code of Conduct

1. Introduction

Please read this document carefully as it outlines our expectations and your responsibilities as an XLIS employee or associate. When you have read and understood, please sign, and return to your head of department.

2. Relationships with Students

XLIS teachers, administrative staff, and partners may assume roles with students, such as mentors, teaching in the classroom, being a neighbour, a family member, or a parent of a colleague or friend. It is important for all XLIS personnel and partners to exercise caution and refrain from carrying out actions in one capacity that could potentially cause harm in another. XLIS personnel and all individuals should exercise their discretion when interacting with students and refrain from engaging in any behaviours or conduct that could be interpreted as not appropriate, child exploitation, or abuse of children.

3. XLIS Staff Expectations

3.1 Implement measures to guarantee that students are visible to passersby during any one-on-one interactions.

3.2 Individual sessions with students should only be conducted in school or public environments when they are judged necessary to achieve learning and counselling objectives.

3.3 Take action to prevent abuse or bullying among students.

3.4 Please notify the child protection officer (CPO) if you observe any indications (spoken, written, or physical) that suggest a student has affections for a staff member at XLIS or vice versa. Always maintain professional boundaries, ensuring that your behavior in no way encourages a student's infatuation and maintains the student's dignity and emotional safety.

3.5 Ensure that you disclose any charges, convictions, or other outcomes of an offence related to child exploitation and abuse that occurred before or during your tenure with XLIS.

3.6 You are required to disclose any charges, convictions, or other outcomes that are associated with child exploitation and abuse, regardless of whether they are from before or during your time at our school.

3.7 Use computers, mobile phones/devices, video and still image cameras, social media, or any other technology responsibly. Avoid exploitation or harassment of children or adults, as well as accessing indecent or inappropriate content through any means.

3.8 Without obtaining written authorization from the school, refrain from adding any student to any social media platforms.

3.9 Be particularly conscious of physical interactions during hands-on activities and establish and maintain clear and appropriate physical, psychological, and professional boundaries with students at all times.

3.10 Maintain appropriate boundaries. Ensure all physical contact is done so professionally, especially during practical activities.

3.11 Physical restraint should be employed exclusively in emergency situations. When all other interventions have failed and an individual is at immediate risk of causing severe harm to themselves or others, physical contact should be considered as an alternative. Once the imminent threat of injury has passed, restraint must be discontinued. It is the responsibility of all personnel to make efforts to create a supportive environment that reduces the necessity for restraint measures.

3.12 All staff must cooperate with any inquiry or investigation conducted by XLIS or any external organization.

4. Prohibited Actions

4.1 Engaging in any form of romantic or sexual relationship with current XLIS students, or alumni within 3 years of their graduation.

4.2 Any sexual interaction with an individual under the age of 18 constitutes sexual misconduct.

4.3 Providing students with alcohol or narcotics.

4.4 Employing any form of disgrace or humiliation as discipline.

4.5 Assisting students with personal care duties that they are capable of performing independently, such as changing their clothes or toilet use.

- 4.6 Utilising lavatories and changing rooms that are designated for students.
- 4.7 Engaging in activities with implications, such as wrestling or tickling students, or engaging in rough play, physical games, or activities which may be seen as sexually provocative.
- 4.8 Participating in any form of physical contact which is inappropriate or unwanted touching.
- 4.9 Permitting students to employ inappropriate language without consequence.
- 4.10 The use of inappropriate language in any form of communication with or in the presence of students. No staff member should use language that is culturally inappropriate, denigrating, sexually provocative, abusive, or harassing.
- 4.11 During school trips, the employee or associate may not share a private bedroom with a student or students with whom they are not related.
- 4.12 Never administrate medication without consultation with the schools Health Centre first, with the exception of over-the-counter (OTC) medications or materials from the First Aid Kit on school excursions, for which parental consent has been granted.
- 4.13 Providing students or children with rides in personal vehicles without the unambiguous consent of the child's parent or guardian and without the knowledge of the appropriate administrator.
- 4.14 Entering a student's dormitory room unaccompanied.

5. Raising Concern About the Conduct of Others

It is the responsibility of all XLIS employees and associates to speak up or seek guidance from leaders within XLIS regarding the well-being of a child or any concerning behaviour that could pose a risk. It is advisable to discuss any concerns with the individual in question, and it is imperative to notify the child protection officer (CPO) or the Head of School of any such concerns. The school counsellor and the Head of School should be informed of any instances of malfeasance that are reported to the CPO.

In the event that a principal or supervisor is suspected of any misconduct, it is essential to inform the CPO and Head of School. Suspicions regarding the Deputy Head of School should be reported to the Head of School. Reporting should be conducted with the Gaoxin Education Bureau in the event that there are concerns regarding misconduct involving the Head of School.

In these situations, the XLIS Child Protection Policy is adhered to, and confidentiality is preserved. An administrator will notify parents if there are any concerns regarding their child's protection and well-being. XLIS will take all necessary measures to protect any staff member who, with the intention



of raising concerns about improper behaviour or is a target or observer of alleged wrongdoing, from facing reprisal, termination, or prejudice that is directly related to sharing such details.

Print Name:

Signature: _____

Date: _____

XLIS

XI'AN LIANGJIATAN
INTERNATIONAL SCHOOL



XLIS WeChat



XLIS Website



XLIS



XLIS_China



XLIS_China



XLISChina

Presented by Xi'an Liangjiatan International School