



ENGLISH SCHOOLS
FOUNDATION
英基學校協會

Safeguarding and Child Protection at ESF

英基學校協會兒童保障及保護工作



Keeping Students Safe

保障學生安全



At ESF, we uphold every child's right to learn and live in conditions that protect them from harm. We promote the optimum development of our students' intellectual, physical, emotional, and social wellbeing.

Safeguarding is everything we do to keep our students safe from being harmed. Child Protection is everything we do when we become aware, or suspect, that a child is being harmed.

Within our ESF communities, this is everyone's responsibility. We all have a role to play. We are all responsible for being preventative and proactive in all child protection matters.

在英基學校協會（英基），我們致力維護每個兒童的權利，讓其在學習和生活環境中免受傷害。我們提倡全面發展學生潛能、體能、情緒和社交能力。

兒童保障措施讓我們確保學生免受傷害。兒童保護是指當我們知悉或懷疑有兒童受到傷害時，所採取的一切行動。

我們每人都有重要的角色，有責任採取預防措施去保護兒童。這是英基裏每個人的責任。

What is Child Abuse?

虐待兒童的概念

Child Abuse includes all types of maltreatment where a child is harmed. Abuse occurs from adult-to-child, but can also be child-to-child. The four categories of abuse are:

虐待兒童包括所有對兒童造成傷害的行為。虐待可能是成人對兒童造成，也可能發生在兒童之間。兒童虐待分為四大類：



Physical Abuse is the non-accidental infliction of physical harm, injury, or suffering upon a child through means like hitting, kicking, burning, or shaking.

身體虐待 指透過毆打、踢踹、燒傷或搖晃等方式，非意外地對兒童造成身體傷害、損傷或痛苦。

Sexual Abuse is any activity that forces or entices a child to take part in any sexual act. This can involve both touch and non-touch interactions.

性侵犯 指強迫或利誘兒童參與任何性行為。這可能涉及身體接觸或非身體接觸。

Psychological Abuse is any repeated behaviour or a very serious incident from a carer that puts a child's mental health at risk and damages their development. This includes actions such as ignoring, terrifying, or making a child feel worthless or unloved.

心理虐待 指照顧者透過反覆施害或單一極端事件，從而損害兒童心理健康或身心發展。這包括忽視、恐嚇或使兒童感到自己毫無價值或不被愛等行為。

Neglect is when a carer repeatedly fails to provide for a child's basic needs, which harms their health or development. This includes not giving them enough food, clothing, medical care, failing to keep them safe, or failing to ensure they go to school.

疏忽照顧及忽略對待 指照顧者重複地忽視兒童的基本需求，從而損害其健康或發展。這包括沒有提供足夠的食物或衣物、忽視醫療需求、沒有保障他們的安全或未能確保他們上學接受教育。

Our Five Principles

我們的五大原則

Safeguarding and Child Protection at ESF is built around five core principles:

英基的兒童保障及保護工作以五個核心原則為基礎：

1. **A child-centred approach**: We always put the best interests of the child first.

以兒童為中心：我們將兒童的利益處於首位。

2. **Collaboration and shared responsibility**: Wherever possible, we partner with our families and community to build a collective duty of care.

協作與共同責任：我們盡可能與家庭和社區合作，共同承擔關懷責任。

3. **Safe and supportive environments**: We foster environments where students are safe, kind, happy, learning and engaged. We oppose any harmful practices, which include corporal punishment.

安全且充滿關懷的環境：我們致力創造一個安全、友善、快樂、正向和高參與度的學習環境。我們反對任何以有害的方式管教兒童，包括體罰。

4. **Protection through prevention and response**: We always remain vigilant about potential harm and respond in a timely manner.

預防與應對：我們會時刻對危害兒童安全的風險保持警惕，並儘快處理。

5. **Accountability and confidentiality**: We have clearly defined roles within ESF and use confidentiality with purpose: those who can make a difference in keeping children safe are informed.

責任與保密：各英基員工對於保障兒童的安全均有明確的職責。我們保密原則的宗旨，是確保相關人員能及時了解個案資料。



Our Policy And Staff

我們的政策和員工

Our Safeguarding and Child Protection policy is available on all ESF school websites. It is written to comply with the United Nations Convention on the Rights of the Child (UNCRC), to which Hong Kong is a party, as well as Hong Kong law and requirements set out by the Education Bureau, the Social Welfare Department, the Hong Kong Police Force, and international standards for keeping children safe.

We have key roles in all our schools, designated Child Protection Officers (CPOs) who lead on safeguarding and child protection in their setting. Our CPOs collaborate with their entire school community to do everything possible to keep our students safe.

在所有英基學校網站上均可查閱英基的兒童保障及保護政策。香港遵守《聯合國兒童權利公約》（UNCRC）、香港法律的教育局、社會福利署和香港警務處制定的各項要求，並符合保障兒童安全的國際標準。

我們所有學校均已委任指定的保護兒童專員（CPO），負責各學校的兒童保障及保護工作。我們的保護兒童專員會與學校全體成員合作，保障學生的安全。

Our Code of Conduct

我們的行為準則與守則

All ESF staff undergo rigorous recruitment, vetting, and checking procedures before they are permitted to work with our students. They are professionally trained in matters of safeguarding and child protection.

All staff sign a Code of Conduct outlining their responsibilities in safeguarding and child protection. This includes agreements about their roles, including digital communication, reporting duties, and other matters of conduct.

For example, no ESF staff member is allowed to contact a student via social media, WhatsApp, or post a photo of a child on their LinkedIn profile. If you ever have concerns about a staff member's conduct, please contact your school's CPO.

所有英基員工與學生接觸前，均需經過嚴格的聘請和審查程序，並接受專業的兒童保障及保護訓練。

所有員工須簽署一份詳述兒童保障及保護職責的行為守則。此守則列明各人員的職責，包括但不限於數碼通訊、稟報義務及其他行為規範等。

例如，英基員工不得透過社交媒體、WhatsApp聯繫學生，也不得在LinkedIn個人檔案上發布兒童照片。如果您對任何員工的行為存有疑慮，請聯絡貴學校的保護兒童專員。

Mandatory Reporting

強制舉報



It is a legal requirement in Hong Kong to report any suspicion of serious harm to a child. This requirement applies to all professions designated as mandated reporters. At ESF, this includes teachers, nurses, psychologists, counsellors, speech and language therapists, occupational and physiotherapists.

In accordance with the Mandatory Reporting of Child Abuse ordinance, all mandated reporters at ESF are trained on the legal aspects of reporting concerns of serious harm to the Social Welfare Department or the Hong Kong Police Force.

在香港，所有被指定為強制舉報者的專業人士必須依法舉報任何兒童遭受嚴重傷害的懷疑個案。在英基，這包括以下的專業人士——教師、護士、心理學家、輔導員、語言治療師、職業治療師和物理治療師。

英基裏所有強制舉報人均已接受《強制舉報虐待兒童條例》的訓練，知悉如何向社會福利署或香港警務處報告嚴重傷害兒童的個案。

We adhere to the Reporter Guide available at
我們遵循《強制舉報人指南》，你可在以下網址查閱指南
<https://www.childprotectiontraining.hk/>

FAQ

常見問題

“I have a concern that might be about child abuse. What can I do?”

You can always contact your school's Child Protection Officer. If you go to your school's website, under “About Us” and “What we Stand For”, you can find the contact details of your CPO and send them a message. You can also approach them in person at the school or give them a phone call.

「我擔心孩子可能遭受虐待。我該怎麼辦？」

您可以隨時聯繫您學校的保護兒童專員。您可以瀏覽學校網站，在「關於我們」和「我們的宗旨」找到保護兒童專員的聯絡方法。您也可以親自到學校或致電與他們聯絡。

“My child was harmed by another child. Is this child-on-child abuse?”

Not all harm is abusive; it can be accidental or part of a one-off disagreement. Part of child development is learning to treat others with respect, and we recognise that all children make mistakes. Behaviour is learned, just like any other skill.

We consider several things when determining if the behaviour is abusive. These include if it happened between children of a similar age, if it was incidental or recurring, if the behaviour is problematic and concerning, if there is discrimination, coercion, pre-planning, and if there is a power imbalance between the students involved.

「我的孩子被另一個孩子傷害了。這算是兒童之間的虐待嗎？」

並非所有傷害都屬於虐待，它可能是意外，也可能是偶發性爭執的一部分。兒童發展的一部分是在互動中學習尊重他人，但每位孩子都會有機會犯錯。如其他技能一般，行為也需培養和修正。

我們在判斷某種行為是否構成虐待時，會考慮以下幾個因素——孩子年齡是否相若、是偶然事件還是反覆發生、該行為是否具有問題性且令人擔憂、是否存在歧視、威逼、預謀以及涉事學生之間是否存在權力不對等。



“What about bullying?”

We define bullying as when a student or group of students knowingly and repeatedly hurts another student. This harm can be physical (like hitting), verbal (like name-calling or spreading rumours), or social (like leaving someone out on purpose).

These behaviours can happen both in person and online.

The child being bullied finds it hard to defend themselves, and it is never their fault. We consider similar things for bullying as we do for child-on-child abuse (as bullying is abusive behaviour).

If you ever have any concerns about abusive behaviours or are worried about your child's own behaviours, then please reach out to us so we can best support you and your child.

「校園欺凌呢？」

我們對校園欺凌的定義是：一名或一群學生明知故犯地反覆傷害另一名學生。這可以是身體上的傷害（例如毆打）、言語上的傷害（例如辱罵或散佈謠言）或社交上的傷害（例如故意排擠他人）。

這些行為可生在現實和網路上發生。

被欺凌的孩子有時很難為自己辯護，這絕對不是他們的錯。我們會按處理兒童間虐待的原則去應對欺凌行為。

如果您對虐待行為有任何疑慮，或擔心您孩子的行為，請聯繫我們，以便我們協助您和您的孩子。



