



Huaxia Chinese School

Registered Charity 1111588

<http://www.huaxiaschool.org.uk>

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华夏中文学校会员守则

华夏中文学校为会员制的英国注册慈善机构，由志愿者组成的学校理事会根据学校章程进行管理。所有学校会员都有义务了解并履行会员义务。

会员义务

- 按时缴纳会费
- 参加家长轮流值班并认真履行值班职责
- 遵守学校的卫生与安全规则及其他各项规则
- 参加学校会员全体大会
- 履行学校章程及附加规则中规定的其他义务

安全与卫生规则

- 严禁将各种食品和饮料带入教室内食用。唯一允许带入教室饮用的是瓶装清水
- 在无火警的情况下，西侧楼梯因安全原因禁止使用。请使用中央楼梯和电梯
- 学校所有活动均应在南楼进行。严禁进入北楼及通往北楼的中央走廊和西侧走廊
- 禁止动教室和走廊里的所有与本校教学无关的物品（电视、家具、地图或其他物品等）
- 在使用底层休息大厅时所有垃圾都应扔入垃圾桶
- 在 13:20 前必须离开 Samuel Alexander 大楼
- 发生火警时，听从学校理事/老师的指挥，使用楼梯（而不是电梯）走出（而不是跑出）教学楼，在楼门前的空地上集合，并由老师按班级点名
- 严禁违反规则停车，严禁堵塞楼前道路

学校章程请见下列网页：

<http://www.huaxiaschool.org.uk/archives/docs/constitution.pdf>

Code of Conduct for Huaxia Chinese School Members

Huaxia Chinese School is a membership-based UK registered charity governed by its constitution and managed by trustees who are volunteers. Members of the School are obliged to be aware of their duties and abide by them.

Member's Duties

- Pay membership fee in time
- Join in parent patrol rota and carry out patrol duties
- Follow School's health and safety rules and all the other rules
- Attend members' general meetings
- Other duties defined in the constitution and school by-laws

Health and Safety Rules

- Foods and drinks are strictly forbidden in all classrooms except bottled water
- Do not use west staircase for safety reasons unless used as fire exit. Please use central staircase and lifts instead
- Stay in South Wing of the building; North Wing or corridors leading to North Wing are not allowed to be entered
- Do not touch anything in classrooms and corridors irrelevant to teaching and learning of our school (TVs, furniture, maps and other documents etc.).
- Put rubbish into bins when eating and drinking in rest area on Lower Ground floor
- Leave Samuel Alexander building before 13:20 at the latest
- When fire alarm goes off, follow School trustees/teachers' instruction, take stairs (not lifts) and walk (not run) to the assembly point which is the field in front of the building's South wing, and wait for teachers to count student number for each class
- Parking sensitively, do not block the road leading to the building entrance

School constitution is available on the website:

<http://www.huaxiaschool.org.uk/archives/docs/constitution.pdf>