



FUKUOKA INTERNATIONAL SCHOOL
INCLUDE • EMPOWER • IMPACT

PARENT SAFEGUARDING GUIDELINES

Fukuoka International School (FIS) has a legal and ethical obligation to safeguard the welfare of our students. Our aim is to build and maintain a proactive environment that protects students by either preempting possible child abuse or possible detection, intervention, and reporting. All parents should be familiar with FIS Child Protection & Safeguarding Policy and the Parent, Student and Staff Safeguarding Guidelines.

Behavioral Expectations

All parents are expected to:

- be a positive role model for the community;
- set and maintain appropriate boundaries with students and staff;
- read and follow the Student/Parent Handbook;
- understand that as adults they have significant influence with students and only use their influence to promote positive developmental growth in FIS students;
- report anything that gives cause for concern to a staff member;
- treat any information received about the school, students, or parents in a discreet and confidential manner.

Safeguarding Expectations

- FIS parents must always wear the FIS Badge on campus.
- Parent invited visitors (other than family members) should get FIS staff approval.
- Visitors without a FIS Badge on school premises should be taken to the office.
- The Head of School (Mr. Schneider) and/or Child Protection Officer (Mr. Black) must be informed of any concerns raised about the physical and/or emotional well being of the student.

Communication Expectations

- To ensure uniformity and effectiveness, when communicating school business with FIS staff electronically, only communicate through school email accounts or school-sanctioned platforms such as Managebac, Google, or Seesaw.
- Appropriate and courteous language is required at all times.

Social Media Expectations

- Facebook and other social media platforms are not school-sanctioned communication tools for students, parents and teachers or staff.
- Parents are asked to use their discretion and best judgment when sharing photos taken at school-sponsored events.
- Students' images cannot be posted on private accounts and/or professional blogs of parents without the prior consent of the involved parties (even if the images are from a school event). Parents may be asked to remove photos that do not have consent.

Day to Day Expectations

- Physical contact with a student can be misconstrued both by the recipient and those observing. Any physical contact at school should occur only when such contact is deemed appropriate by all respective parties and the school. Use only designated 'Adult Toilets.'
- Any student behavior concerns, specifically of students other than the parents' own child should be directed to a staff member and never handled by a parent.

fis.ed.jp

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- FIS has a strict no-nut policy on campus and at school-sponsored events.

Field Trip Expectations

- If parents attend a school trip as a chaperone, they are expected to follow staff codes of conduct as presented in the “*Staff Code of Conduct*” document.

Use of Alcohol, Tobacco and/or Drugs

- Parents at FIS are expected to respect the laws of Japan pertaining to the consumption of alcohol, tobacco, and drugs.
- The entire FIS campus is a non-smoking environment.
- At no time can a parent at FIS purchase for, or share/supply with a student any alcohol, tobacco, or drug product.
- No consumption of alcohol or use of drugs or tobacco by parents on school-sponsored events.

Guardianship

- Parents may not request teachers or staff to act as legal guardians of students unless in extenuating circumstances, and only then in prior consultation with, and the approval of the Head of School.
- Teachers or staff cannot visit a student’s home without the parent(s) being present.
- No private parties with students unless parents are present are allowed at teachers’ homes.
- Appropriate discretion should be used between parents and faculty members should they attend private parties, on family group trips, or overnight trips in the company of FIS parents and families. Please be aware that staff must maintain confidentiality regarding school issues.

I acknowledge that I will cooperate fully in any investigation of abuse and have read and understood the general procedures of FIS Safeguarding Policy and the Student/Parent Handbook as well as the information above.

Parent's Name: _____

Signature: _____

Parent's Name: _____

Signature: _____

Date:

Child’s names and grades:

Name	Grade	Name	Grade
1. _____	_____	4. _____	_____
2. _____	_____	5. _____	_____
3. _____	_____	6. _____	_____