

**THE AMERICAN INTERNATIONAL SCHOOL OF GUANGZHOU (AISG)
Guangzhou, China
Child Protection Coordinator (CPC)**

AISG is a caring community that looks for passionate educators who bring their forward-thinking pedagogy along with an empathetic approach to enrich each child's learning.

DIVERSITY, EQUITY AND INCLUSION

AISG embraces diversity and is committed to creating an inclusive and equitable workplace, welcoming applications from all qualified persons. We strive to attract, develop and retain highly talented diverse staff who share this commitment and who can contribute their unique perspective and experiences to enhance our programs.

---JOB OVERVIEW---

The Child Protection Coordinator works with the school Child Protection Officers to ensure the well-being and safety of all students at AISG. The Child Protection Coordinator position carries responsibility for the coordination, management, implementation, and overall leadership of the Child Protection Program at the school- wide level (PK-12). The Child Protection Coordinator reports to the school Director.

The CPC will demonstrate the following:

- Clear-sighted and effective leadership skills in promoting and modeling child safeguarding practices in the learning community,
- Sensitivity and discretion in ensuring confidentiality,
- Excellent organizational and communication skills,
- Clear knowledge and understanding of Child Protection issues,
- Appropriate skills in developing and maintaining effective teams,
- A caring, understanding, empathetic and professional manner.

The role of the Child Protection Coordinator is important for all members of the school community to know. They are responsible for:

- Ensuring Child Protection is a high-profile topic in the school
- Ensuring all policies and procedures relating to Child Protection are being followed
- Leading the Child Protection Officers and overseeing the Child Protection Committee
- Overseeing the child protection training of all faculty and staff

- Keeping up to date with international best practice for Child Protection
- Maintaining a central record system where all records are kept up to date
- Coordinating action on child abuse within the school, ensuring all faculty, staff and volunteers are aware of their responsibilities in relation to child protection
- Ensuring records are shared when required and in keeping with school policy and procedure
- Supporting the development of the Child Protection Officers
- Informing the Director of all cases of reported Child protection and updating them as necessary
- Supervising and evaluating the Child Protection Officers
- Monitoring and reviewing the Child Protection Policy and related procedures to ensure they remain current and fit for purpose and ensuring the policy is updated and reviewed annually.
- Coordinating and executing a yearly self-audit of the school's Child Protection efforts
- Implementing a long-term action plan for the development of the school's child protection platform

---MORE ABOUT AISG---

WHY AISG

- Our vibrant, positive community spirit - what we see as the heart of AISG - is one of our greatest assets.
- We are the longest established and only not-for-profit international school in Guangzhou, enabling us to reinvest directly back into the school in support of our educational mission.
- We were founded in 1981 as the first international school in southern China and have established a rich history of educational excellence.
- We only recruit forward-thinking and dynamic instructional leaders who wish to contribute to an environment that values creative learning and quality teaching.
- We recruit faculty who are not simply looking for a 'job' but who are seeking to join a connected community.

CURRICULUM

- AISG's full curriculum is available on Atlas and can be accessed on our website, www.aisgz.org/learning.
- Elementary School uses Common Core, NGSS, and AERO standards for core subject areas. Art uses NCCAS standards.

- Elementary School offers the International Baccalaureate (IB) Primary Years Programme (PYP).
- Inquiry is the main method of instruction and learning at AISG.

FACILITIES

(Ersha: Early Years, Lower Elementary):

The Ersha Island campus is located in the heart of bustling Guangzhou City and is home to Early Years (Pre-K and K) and Lower Elementary students (Grades 1-3). All classrooms are well-equipped with cutting-edge TVs with touch screens, flexible furniture, class libraries, 1:1 iPads (starting in Grade 1), and are well-lit with natural sunlight. Additional facilities include an air-conditioned multi-purpose room, a nurse's office, a maker-space area, and a central library. For sports, play time and activities, there is a dedicated playground for Early Years and for Lower Elementary students, there are additional playground structures and an outdoor basketball court. For all students, there is an air-conditioned gymnasium that houses a full-size basketball court.

(Science Park: Upper Elementary and Secondary):

The Science Park campus is located in the heart of Guangzhou's technology center, Science City, in Huangpu District, where Upper Elementary students (Grades 4 and 5) and Secondary students (Grades 6-12) attend. The Science Park campus finished its complete renovation in August 2023 and has state-of-the-art, well-equipped facilities with an open-concept design. The campus also features a Performing Arts Center with a theater, black box, music classrooms, and practice rooms; an Athletic Center with a natural grass field, an indoor 25-meter swimming pool, two gymnasiums with three full-sized courts, a fitness room, a dance studio, two external climbing walls, an indoor running track, and two rooftop spaces; and additional amenities that include innovation labs and design centers, a cafeteria and cafe area, a nurse's office, a creative multimedia space, and a central library.

TECHNOLOGY

All classrooms are equipped with the appropriate technology for interactive instruction. Starting in Grade 1, students are in a 1:1 device program, iPads for Grades 1-5 and laptops for Grades 6-12. Teachers incorporate the ISTE Standards into their curriculum with the support of the innovation technology coaches. Technology is integrated where appropriate, and the development of research and information literacy skills is expected. Each teacher is assigned a MacBook laptop.

Key Software:

- Veracross (Student Information Management System and grade book)
- Microsoft Office 365
 - Outlook (school email),
 - Teams, OneNote and OneDrive (collaboration and learning)

- engagement)
- Atlas (curriculum articulation)
 - Seesaw

CHILD PROTECTION STATEMENT

AISG is committed to the prevention of child abuse and to the protection of children in accordance with the United Nations Convention on the Rights of the Child, of which the People's Republic of China is a signatory. AISG is committed to child safe recruitment practices. The school shall take all necessary steps to ensure that the selection and interview of potential new candidate hires are appropriately screened, and reference checks are conducted. All candidates will be subject to criminal background and employment checks. AISG will make direct contact with candidates' current supervisor as part of our hiring practices.

As mandated in the AISG Code of Conduct, all employees must report suspected incidences of child abuse or neglect whenever the employee has reasonable cause to believe that a child has suffered or is at risk of suffering abuse or neglect.