



YAN OI TONG
Tin Ka Ping Secondary School

仁愛堂田家炳中學

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Matters Related to Privacy Safeguards for Students Taking Online lessons,
Collection of Images and Videos of Students and Display of Students' Work

Safeguarding the privacy of teaching staff, students and parents is one of the schools' priorities. Under special circumstances, real-time remote teaching could be adopted for students to attend. Real-time remote teaching is provided for lessons taught by teachers only. These lessons are accessible only by students within the same class, with the use of a school account and password, without audio or video recording.

Any means of screen capturing or video recording of real-time remote lessons by parents or students is strictly prohibited. The school will take stringent follow-up actions on such acts and parents involved may face liabilities. Some teachers may provide links of video-recorded lessons to facilitate revision. Parents and students are strictly prohibited from any means of screen capturing or video recording of these recorded lessons. Unauthorized sharing of links of these video-recorded lessons is also prohibited. Otherwise, the school will actively follow up.

Under specified circumstances, the school may use images or videos of students collected during the process of teaching and school activities, or students' assignments, for display and in school communication channels. We anticipate your understanding and support of such arrangements.

For enquiries, please contact the Vice Principal, Mr. Lee Ka Wai.

Dr. Kai Sze Fai
Principal