



NYU Shanghai CAMPUS POLICY 上海纽约大学校园制度

Title:	Protection of Minors Policy
名称:	未成年人保护制度
Effective Date:	October 1, 2019
生效日期:	2019 年 10 月 1 日
Issuing Authority:	Vice Chancellor
发布授权人:	常务副校长
Responsible Office:	Compliance and Risk Management
负责部门:	合规与风险管理部

Statement of Policy/制度声明

NYU Shanghai is a not-for-profit institution dedicated to teaching, learning and research. To introduce Minors to higher education and to specific areas of knowledge, members of the University Community may take part in certain programs or activities that NYU Shanghai operates or sponsors involving Minors (more fully defined below as NYU Shanghai Covered Programs). In furtherance of these objectives, Non-NYU Shanghai organizations also may use NYU Shanghai Facilities for certain programs and activities involving Minors that are not sponsored by NYU Shanghai (more fully defined below as Non-NYU Shanghai Covered Programs).

上海纽约大学（“上纽大”）是一所致力于教学、学习和研究的非营利机构。为了向未成年人介绍高等教育和特定领域的知识，大学社区成员可能参加上纽大运营或主办的涉及未成年人的某些项目或活动（“本校项目”，详见下文定义）。为了实现该目标，外校组织也可能使用上纽大的设施开展某些涉及未成年人的、非上纽大主办的项目和活动（“外校项目”，详见下文定义）。

NYU Shanghai is committed to protecting the safety and well-being of Minors who participate in NYU Shanghai Covered Programs and Non-NYU Shanghai Covered Programs. This requires an increased level of attention and supervision, as well as an expectation that members of the University Community and Non-NYU Shanghai organizations will conduct themselves in a responsible and appropriate manner in the presence of Minors. To achieve these goals, this Policy establishes guidelines and procedures for members of the University Community who take part in NYU Shanghai Covered Programs and for members of Non-NYU Shanghai organizations who take part in Non-NYU Shanghai Covered Programs in compliance with the relevant provisions of the laws of the People's Republic of China.

上纽大致力于保护参加本校项目和外校项目的未成年人的安全和福祉。这需要不断提高关注和监督力度，并要求大学社区成员和外校组织的成员在面对未成年人时以负责和适当的方式行事。为实现该目标，同时基于中华人民共和国现有法律的相关规定，本制度为参加本校项目的大学社区成员和参加外校项目的外校组织的成员制定了准则和流程。

To Whom this Policy Applies/本制度适用范围

This Policy applies to members of the University Community who take part in NYU Shanghai Covered Programs involving Minors, as well as to Non-NYU Shanghai organizations that take part in Non-NYU Shanghai Covered Programs involving Minors. As defined below, for purposes of this Policy, a Minor is a person under the age of eighteen (18), participating in an NYU Shanghai Covered Program or Non-NYU Shanghai Covered Program, who is not enrolled in or accepted for enrollment in a degree-granting program at NYU Shanghai or New York University.

本制度适用于参加涉及未成年人的本校项目的大学社区成员和参加涉及未成年人的外校项目的外校组织的成员。如下文定义，本制度中的未成年人是指参加本校项目或外校项目，且未被上纽大或纽约大学学位授予项目登记或录取的未满十八（18）周岁的人。

Policy and Procedures/制度和流程

NYU Shanghai Covered Program Requirements/本校项目要求

Registration/登记

NYU Shanghai Sponsors must register NYU Shanghai Covered Programs with the Compliance and Risk Management Department (“CRMD”) in accordance with the registration deadlines below.

上纽大主办者必须根据下文的登记截止日期向合规与风险管理部门（“CRMD”）登记本校项目。

Registration Information/登记信息

Registration requires NYU Shanghai Sponsors to provide:

登记时上纽大主办者应提供：

1. A description of the NYU Shanghai Covered Program, including the location or locations at which it will be held;
本校项目的描述，包括地点或项目举办的场地；
2. Dates on which the NYU Shanghai Covered Program will occur;
本校项目的举办日期；
3. Name, title and contact information for the NYU Shanghai Sponsor and Program Director of the NYU Shanghai Covered Program;
上纽大主办者和本校项目的项目主管的姓名、职位和联系信息；
4. Approximate number and age range of the Minors who will participate in the NYU Shanghai Covered Program;
参加本校项目的未成年人的大概人数和年龄范围；

5. Information regarding members of the University Community who have been offered to take part in an NYU Shanghai Covered Program, as deemed necessary and appropriate by the CRMD; and

CRMD 认为必要和适当的参加本校项目的大学社区成员的信息；以及

6. Information regarding the Minors who will be participating in the NYU Shanghai Covered Program, such as emergency contacts, as deemed necessary and appropriate by the CRMD.

CRMD 认为必要和适当的参加本校项目的未成年人的信息，比如紧急联系人。

Registration Deadlines/ 登记截止日期

Registration for NYU Shanghai Covered Programs that include Overnight Stays for Minors in NYU Shanghai residence halls shall be submitted no later than two months prior to the start date of the NYU Shanghai Covered Program to allow sufficient time for members of the University Community to complete any required training) (*See Training section, below*).

涉及未成年人在上纽大宿舍过夜留宿的本校项目，应不晚于该项目开始之日前两个月提交登记，以便大学社区成员有充分的时间完成任何要求的培训（详见以下培训条款）。

Registration for NYU Shanghai Covered Programs that take place in a lab, art, or shop facility, or any other setting where Minors may be exposed to hazardous materials, machinery, or health-related situations shall be submitted no later than two months prior to the start date of the NYU Shanghai Covered Program to allow sufficient time for members of the University Community to complete any required training (*See Training section, below*).

在实验室、艺术或车间设施、或任何其他未成年人可能接触有害物质、机械或卫生相关的环境中举办的本校项目，应不晚于该项目开始之日前两个月提交登记，以便大学社区成员有充分的时间完成任何要求的培训（详见以下培训条款）。

Registration for all other NYU Shanghai Covered Programs shall be submitted no later than one month prior to the start date of the NYU Shanghai Covered Program.

其他本校项目，应不晚于项目开始之日前一个月提交登记。

NYU Shanghai Sponsors must re-register each new iteration of the NYU Shanghai Covered Programs with the CRMD in accordance with the registration requirements and deadlines above.

上纽大主办者必须根据上述登记要求和截止日期向 CRMD 重新登记每一期重复举办的本校项目。

Conditional Participation/ 附条件的参与

For certain categories of NYU Shanghai Covered Programs and/or certain roles within NYU Shanghai Covered Programs, prospective and current members of the University Community selected to take part in the program will receive a conditional letter of participation or re-participation, as applicable, from the CRMD. The conditions set forth in the letter may include training requirements, a criminal background check, and/or the submission and verification of additional information. NYU Shanghai Sponsors should make certain that a prospective or current member of the University Community has satisfied all of the terms and conditions of his or her conditional letter of participation or re-participation in an NYU Shanghai Covered Program before he or she takes part in the program.

对于特定类别的本校项目和/或本校项目中的特定人员，被选中参与项目的新任或现任大学社区成员将从 CRMD 收到附条件参与或重新参与项目的信函（如适用）。信函中列出的条件可能包括培训要求、犯罪背景调查和/或提交和验证其他信息。上纽大主办者应确保新任或现任大学社区成员在其参与项目之前已经满足参与或再次参与本校项目的信函中的全部条款和条件。

Training/培训

The type of training that a member of the University Community must complete depends on his or her prospective role in an NYU Shanghai Covered Program.

大学社区成员必须完成的培训类型取决于其在本校项目中预期的任务。

1. *Protection of Minors Online Training:* Subject to the foregoing exceptions (*italicized below*), each member of the University Community who will take part in an NYU Shanghai Covered Program must successfully complete the Protection of Minors online training before participating in the program (unless his or her participation is within one year of completing his or her prior training) in an NYU Shanghai Covered Program.

*未成年人保护在线培训：*受制于下述例外（以下斜体），参加本校项目的每位大学社区成员都必须在参加该项目之前完成未成年保护在线培训（除非其在完成之前本校项目培训的一年之内参加本项目）。

Application to Students and Guest Speakers/Presenters. This training requirement only applies to students who will be acting in the capacity of an employee, intern, or volunteer; or, subject to the discretion of the CRMD, who will have One-on-One Contact with a Minor. This training requirement also only applies to guest speakers or presenters who will have One-on-One Contact with a Minor.

适用于学生和演讲嘉宾/发言人。本培训要求仅适用于以员工、实习生或志愿者身份行事的学生；或者，根据 CRMD 的判断，将和未成年人进行一对一接触的学生。本培训要求也仅适用于将和未成年人进行一对一接触的演讲嘉宾或发言人。

2. *Environmental Health and Safety (EHS) Training:* Each member of the University Community who participates in an NYU Shanghai Covered Program, and all Minors who participate in an NYU Shanghai Covered Program, in a lab, art, or shop facility, or any other setting where they may be exposed to hazardous materials, machinery, or health-related situations must complete the appropriate safety training curriculum, as determined by EHS, prior to participating in the program.

*环境健康和安全（EHS）培训：*在实验室、艺术或车间设施、或任何其他未成年人可能接触有害物质、机械或卫生相关的环境中举办的本校项目，每位参加该本校项目的大学社区成员，以及参加该本校项目的所有未成年人，必须在参加项目之前完成 EHS 确定的适当的安全培训课程。

3. *Additional/ Alternative Training:* The CRMD reserves the right to require additional or alternative training in order to satisfy the training requirements otherwise outlined in this Policy (*e.g.*, in person training for any member of the University Community who will engage in One-on-One Contact with Minors in an NYU Shanghai Covered Program).

额外/替代培训：CRMD 保留要求额外或替代培训的权利，以满足本制度中所述的培训要求（例如，对将要参加和未成年人一对一接触的本校项目的任何大学社区成员进行面授培训）。

Criminal Background Check/犯罪背景调查

Each member of the University Community who will take part in an NYU Shanghai Covered Program must complete a criminal background check if such person will: (i) stay overnight (from evening through morning for one or more days) with a Minor; (ii) engage in One-on-One contact with a Minor in a closed/private area without the presence of at least one other adult member of the University Community, parent or legal guardian; or (iii) participate in an athletic or recreational activity with a Minor (except prospective and current administrators and staff who primarily work in an administrative or ministerial capacity with little to no contact with minors). The CRMD reserves the right to run a criminal background check on any other members of the University Community who will have care, custody, and control of a minor as part of their participation in an NYU Shanghai Covered Program.

所有参加本校项目的大学社区成员如有如下情形之一的，必须接受上纽大的犯罪背景调查：(i) 参与未成年人过夜留宿（从夜晚至次日上午停留一天或多天）；(ii) 在没有至少一名其他成年大学社区成员、未成年人父母或法定监护人在场时，和未成年人在封闭/私密区域内一对一接触；或(iii) 与未成年人共同参与体育或娱乐活动（主要从事行政、管理工作，与未成年人仅有少量接触或零接触的新任或在职的管理人员、工作人员除外）。CRMD 保留对其他任何在参与本校项目时需要照顾、监护、控制未成年人的大学社区成员进行犯罪背景调查的权利。

Each member of the University Community requiring a criminal background check must complete a criminal history questionnaire and criminal background check, as provided and organized by the CRMD. Unless otherwise provided herein, each such member of the University Community will be subject to a criminal background check upon selection to conditionally participate in an NYU Shanghai Covered Program, and upon selection to conditionally re-participate in an NYU Shanghai Covered Program every four (4) years since his or her last criminal background check.

每一位需要接受犯罪背景调查的大学社区成员应填写 CRMD 提供的犯罪记录问卷，并在 CRMD 安排下完成犯罪背景调查。除本制度另有规定外，每一位被选中附条件参与本校项目的大学社区成员均应接受犯罪背景调查；对于被选中附条件再次参与本校项目的大学社区成员，则应自最近一次的犯罪背景调查起每四（4）年重新接受犯罪背景调查。

Please note that a criminal history does not automatically disqualify a person from participating in a program covered under this Policy. The CRMD will conduct a full analysis consistent with applicable law before any final decision is made with respect to participation in the program or activity.

请注意，犯罪记录不会自动免去个人参与本制度下适用项目的资格。CRMD 在做出任何有关人员是否有资格参与项目或活动的最终决定前，将根据适用的法律进行完整的分析。

Clearance/批准

Once the above-mentioned requirements have been satisfied, the CRMD will enter a clearance date in the Protection of Minors Registration System for each member of the University Community

participating in an NYU Shanghai Covered Program. No member of the University Community may take part in an NYU Shanghai Covered Program until a clearance date has been entered.

一旦上述要求被满足，CRMD 将在未成年人保护登记系统中为每位参加本校项目的大学社区成员录入一个批准日期。在录入批准日期之前，任何大学社区成员不得参加本校项目。

Insurance Requirements for NYU Shanghai Covered Programs/本校项目的保险要求

NYU Shanghai Covered Programs are covered under NYU's General Liability Insurance program. For information regarding insurance coverage and risks, please visit the Insurance and Enterprise Risk [website](#). You can also contact Compliance and Risk Management at nyush.compliance-risk@nyu.edu or (+86) 021-2059-5485.

本校项目涵盖在纽约大学一般责任险项目中。关于保险范围和风险的信息，请访问保险和企业风险网站。您也可以通过邮箱 nyush.compliance-risk@nyu.edu 或电话(+86) 021-2059-5485 联系合规和风险管理部门。

Non-NYU Shanghai Covered Program Requirements/外校项目要求

Non-NYU Shanghai organizations seeking to host a Non-NYU Shanghai Covered Program at NYU Shanghai Facilities must register the Non-NYU Shanghai Covered Program with the CRMD no later than one month prior to the start date of the program.

外校组织如需在上纽大设施中举办外校项目，必须不迟于项目开始日期前一个月向 CRMD 登记该项目。

Registration Information/登记信息

Registration requires Non-NYU Shanghai organizations to provide:

登记时外校组织应提供：

1. A description of the Non-NYU Shanghai Covered Program, including the location or locations at which it will be held;
外校项目的描述，包括地点或项目举办的场地；
2. Dates on which the Non-NYU Shanghai Covered Program will occur;
外校项目的举办日期；
3. Name, title and contact information for the Program Director of the Non-NYU Shanghai Covered Program;
外校项目的项目主管的姓名、职位和联系信息；
4. Name and title of any member of the Non-NYU Shanghai organization who will be taking part in a Non-NYU Shanghai Covered Program, if requested by the CRMD;
所有参加外校项目的外校组织成员的姓名和职位（若 CRMD 要求）
5. Approximate number and age range of the Minors who will participate in the Non-NYU Shanghai Covered Program;
参加外校项目的未成年人的大概人数和年龄范围；
6. A certification confirming that all members from the non-NYU Shanghai organization who will be interacting with Minors in Non-NYU Shanghai Covered Programs, and anyone who supervises such individuals: (1) have received training on (a) appropriate behavior when

working with Minors and (b) recognizing and reporting child abuse and neglect; and (2) have undergone further verification, including a criminal background check, as required by the CRMD.

一份证明，确认在外校项目中将和未成年人进行互动的所有外校组织成员和监督该些个人的任何人员：（1）接受过以下培训：（a）与未成年人工作时的适当行为和（b）识别与报告虐待和忽视儿童的行为；以及（2）已经过 CRMD 要求的进一步核实。

Criminal Background Check/犯罪背景调查

As a condition of using NYU Shanghai Facilities, NYU Shanghai requires that Non-NYU Shanghai organizations seeking to host a Non-NYU Shanghai Covered Program at NYU Shanghai Facilities conduct criminal background checks on any member of the Non-NYU Shanghai organization or other person participating in the Non-NYU Shanghai Covered Program if such person will: (i) stay overnight (from evening through morning for one or more days) with a Minor; (ii) engage in One-on-One contact with a Minor in a closed/private area without the presence of at least one adult member of the University Community, parent or legal guardian; (iii) participate in an athletic or recreational activity with a Minor (except for those who primarily work in an administrative or ministerial capacity with little to no contact with minors); or (iv) otherwise exercise sufficient care, custody and control of a Minor.

作为使用上纽大设施的前提，上纽大要求在上纽大设施中举办外校项目的外校组织，对有如下情形之一的，参加外校项目的外校组织的成员或其他人员进行犯罪背景调查：(i)参与与未成年人过夜留宿（从夜晚至次日上午停留一天或多天）；(ii)在没有至少一名其他成年大学社区成员、未成年人父母或法定监护人在场时，和未成年人在封闭/私密区域内一对一接触；(iii)与未成年人共同参与体育或娱乐活动（主要从事行政、管理工作，与未成年人仅有少量接触或零接触的人员除外）；(iv)其他需要充分履行照顾、监护和控制未成年人责任的人员。

Unless otherwise provided herein, non-NYU Shanghai organizations must run a criminal background check on each such person the first time that he or she participates in a Non-NYU Shanghai Covered Program at an NYU Shanghai Facility and, if he or she is approved to participate in the program and continues such participation, every four (4) years since his or her last background check. Nothing herein prohibits or prevents Non-NYU Shanghai organizations and entities from conducting more comprehensive or frequent criminal background checks, to the extent that such checks are consistent with applicable law.

除本制度另有规定外，外校组织应对上述每位首次参与在上纽大设施中开展外校项目的人员进行犯罪背景调查；如该人员在通过批准后持续参与外校项目，则应自最近一次的犯罪背景调查起每四（4）年对其重新进行犯罪背景调查。本制度不禁止或防止外校组织和实体在适用法律规定的范围内，开展更为全面或频繁的背景调查。

As a condition of using NYU Shanghai Facilities, Non-NYU Shanghai organizations must submit a certification of compliance with the terms and conditions of this Policy, certifying that, now and for as long as the Non-NYU Shanghai organization uses NYU Shanghai Facilities, the Non-NYU Shanghai organization will in accordance with applicable law: (i) run criminal background checks on covered individuals pursuant to the terms and conditions of this Policy; (ii) review and evaluate the

results; and (iii) prohibit any covered individual from participating in a Non-NYU Shanghai Covered Program involving Minors at an NYU Shanghai Facility where the Non-NYU Shanghai organization determines: (a) there is a direct relationship between his or her criminal history and his or her role in the program, or (b) his or her criminal history poses an unreasonable risk to the safety and welfare of such Minors.

作为使用上纽大设施的前提，外校组织必须提交一份关于遵守本制度条款与条件的证明。证明中应承诺外校组织在使用上纽大设施的期限内将按照适用的法律：(i) 根据本制度的条款与条件对相关个人进行犯罪背景调查；(ii) 审核并评估调查结果；(iii) 根据外校组织的决定禁止相关个人参与在上纽大设施中涉及未成年人的外校项目：(a) 其犯罪记录与项目职责有直接关联，或 (b) 其犯罪记录对未成年人的安全与福祉构成不合理的风险。

Insurance Requirements for Non-NYU Shanghai Covered Programs/外校项目保险要求

Non-NYU Shanghai organizations seeking to host a Non-NYU Shanghai Covered Program at NYU Shanghai Facilities must ensure they obtain the appropriate insurance coverage prior to the start date of the program. The amount of General Liability and additional insurance coverage required will be determined by the NYU Insurance and Enterprise Risk Management Department depending on the exposure. NYU Shanghai and NYU must be named as additional insureds on this insurance policy. Workers Compensation insurance coverage or equivalent will also be required. For information regarding insurance coverage and risks, please visit the Insurance and Enterprise Risk [website](#). You can also contact Compliance and Risk Management at nyush.compliance-risk@nyu.edu or (+86) 021-2059-5485.

外校组织如需在上纽大设施中举办外校项目，必须确保在项目开始日期之前取得适当的保险。所需的一般责任险和额外保险的金额将由纽约大学的保险和企业风险管理部门根据风险决定。上纽大和纽约大学必须被指定为保单的附加被保险人。此外，保险种类还必须包括雇主工伤责任补偿险或同等保险。关于保险范围和风险的信息，请访问保险和企业风险[网站](#)。您也可以通过邮箱 nyush.compliance-risk@nyu.edu 或电话(+86) 021-2059-5485 联系合规和风险管理部门。

Code of Conduct Regarding Minors/关于未成年人的行为准则

Guidelines for Working With Minors/与未成年人工作的准则

Members of the University Community taking part in NYU Shanghai Covered Programs and members of a Non-NYU Shanghai organizations taking part in Non-NYU Shanghai Covered Programs must not:

参加本校项目的大学社区成员和参加外校项目的外校组织的成员不得：

1. Engage in One-on-One Contact with a minor in a closed/private area without the presence of at least one other adult member of the University Community, parent or legal guardian, unless approved by the Program Director in consultation with the CRMD;
在没有其他至少一名成年大学社区成员、父母或法定监护人在场的情况下与未成年人在封闭/私密区域进行一对一接触，除非该情况经项目主管和 CRMD 协商后获得批准；
2. Engage in romantic or sexual activity with a Minor;

与未成年人谈恋爱或进行性行为；

3. Make sexual comments or telling jokes of a sexual nature to or in the presence of a Minor;
向未成年人或在未成年人在场的情况下发表涉及性的言论及笑话；
4. Touch a Minor in a manner that could be reasonably interpreted as inappropriate;
被合理解释为以不适当的方式触摸未成年人；
5. Engage in conversations regarding romantic, sexual or related matters unless in the role of a provider of health care or counseling, or faculty academically addressing materials of a sexual nature as part of a course, training, or classroom experience (i.e., consistent with academic freedom);
与未成年人谈论恋爱、性或性相关的行为内容，除非以卫生保健或心理咨询师的身份与未成年人交谈，或由老师学术地讲述性相关的内容作为课程、培训或课堂体验的一部分（即保持学术自由）；
6. Engage in communications with a Minor through any method – email, text message, telephone, social media, etc. – outside of academic or programmatic need;
通过电子邮件、短信、电话、社交媒体等任何方式和未成年人进行超出学术或项目需要的沟通；
7. Use, possess, or be under the influence of drugs or alcohol while on duty or responsible for a Minor's welfare;
在履行职务或负责未成年人的健康安全时，使用、持有毒品或酒精或者正处于毒品或酒精的作用下；
8. Engage in any other behavior prohibited under applicable NYU Shanghai policy;
从事适用的上纽大制度所禁止的任何其他行为；
9. Leave Minors without proper supervision; or
在未成年人没有适当监管时离开；或
10. Otherwise abuse or neglect a Minor.
以任何方式虐待或忽视未成年人。

Members of the University Community taking part in NYU Shanghai Covered Programs and members of a Non-NYU Shanghai organizations taking part in Non-NYU Shanghai Covered Programs must:

参加本校项目的大学社区成员和参加外校项目的外校组织的成员必须：

1. Watch for and report any of the above listed behavior;
注意并报告任何上述所列行为；
2. Maintain high standards of personal behavior when working with Minors;
与未成年人工作时保持高标准个人行为；
3. Treat all Minors consistently and with respect;
尊重并对所有未成年人一视同仁；
4. Maintain discipline and discourage inappropriate behavior; and
维持纪律和阻止不当行为；以及
5. Consult with the appropriate person(s) of authority when uncertain about a situation involving a Minor.
不确定涉及未成年人的情况时，咨询有关负责人员。

Reporting/报告

Public Safety. If a Minor participating in an NYU Shanghai Covered Program or Non-NYU Shanghai Covered Program is in immediate danger of bodily harm or otherwise requires emergency medical assistance, a member of the University Community or of the Non-NYU Shanghai organizations must call 120 immediately (and should also contact NYU Shanghai Public Safety, as appropriate).

公共安全。如果参加本校项目或外校项目的未成年人面临人身伤害或需要紧急医疗救助的紧迫危险，大学社区或外校组织的成员必须立即拨打 120（并应酌情联系上纽大的公共安全部门）。

NYU Shanghai Wellness Exchange. Any member of the University Community taking part in an NYU Shanghai Covered Program who has reasonable cause to suspect that a Minor in such program is being or has been Abused or Neglected must contact the NYU Shanghai Wellness Exchange at 021-2059-9999.

上纽大学生健康中心。参加本校项目的任何大学社区成员如果有合理理由怀疑该项目中的未成年人正在或已被虐待或忽视，必须联系上纽大学生健康中心，电话 021-2059-9999。

Title IX Coordinator. Where the suspected behavior towards a Minor participating in an NYU Shanghai Covered Program is sexual in nature, the University Community member may also be required to report the incident to the Title IX Coordinator at +1 (212) 998-2352. Please see NYU's [Sexual Misconduct, Relationship Violence and Stalking Policy](#) for more information.

第九条协调员。对于本校项目，如果针对未成年人的可疑行为是性相关的行为，大学社区成员可能被要求向第九条协调员报告该事件，电话+1 (212) 998-2352。请参阅纽约大学反不当性行为、亲密关系暴力和跟踪制度以获取更多信息。

Office of Youth Programs Compliance ("OYPC"). Where consistent with applicable confidentiality obligations, the Wellness Exchange, NYU Shanghai Public Safety, the Title IX Coordinator and/or any other unit of NYU Shanghai should immediately alert the OYPC of a complaint under this Policy. 青年项目合规办公室 ("OYPC")。在符合适用的保密义务前提下，学生健康中心、上纽大公共安全部门、第九条协调员和/或上纽大的任何其他部门应立即根据本制度向 OYPC 告知投诉情况。

Other. All other prohibited behavior should be reported in a manner that is consistent with the applicable University policy and procedure.

其他。所有其他禁止的行为应以符合适用的大学制度和流程的方式报告。

Safety Guidelines & Procedures/安全准则和流程

1. NYU Shanghai Covered Programs taking place in a lab, art, or shop facility, or another setting where Minors may be exposed to hazardous materials, machinery, or health-related situations must adhere to the requirements and restrictions of EHS, including requirements for completing the appropriate safety training (see above), prior to commencing said activities. Minors may only conduct activities in the above referenced settings while under the supervision of a member of the University Community who has completed the appropriate safety training (see above).

在实验室、艺术或车间设施、或任何其他未成年人可能接触有害物质、机械或卫生相关的环境中举办的本校项目必须遵守 EHS 的要求和限制，包括在开始该活动之前完成适当的安全培训（见上文）。未成年人只能在已经完成适当的安全培训（见上文）的大学社区成员的监管下参加上述环境中的活动。

2. Minors attending NYU Shanghai Covered Programs for greater than one (1) week duration will receive appropriate NYUID cards that clearly identify them as Minors. All Non-NYU Shanghai Program Directors working with Minors as part of a Non-NYU Shanghai Covered Program will receive appropriate NYUID cards issued by NYU Shanghai Public Safety.
参加超过一（1）周的本校项目的未成年人将获得对应的 NYUID 卡，且卡上将清楚地将其标识为未成年人。所有在外校项目中需要和未成年人工作的外校项目主管将获得上纽大公共安全部门分发的对应的 NYUID 卡。
3. Prior to participating in an NYU Shanghai Covered Program, Minors must complete an electronic form to provide their mobile telephone numbers (if any) and emergency contact information. The provided mobile telephone numbers of Minors will be entered into NYU Shanghai's emergency notification system for the duration of the Minors' participation in the NYU Shanghai Covered Program so that they may receive emergency alerts sent out by NYU Shanghai Public Safety.
参加本校项目之前，未成年人必须完成一份电子表格，以提供他们的手机号码（若有）和紧急联系人信息。未成年人的手机号码将于未成年人参加本校项目期间登记在上纽大紧急通知系统中，以便他们可以收到上纽大公共安全部门发出的紧急警报。
4. In the event of an emergency requiring evacuation of an NYU Shanghai Facility containing Minors in NYU Shanghai Covered Programs, members of the University Community shall follow the emergency procedures outlined by the facility.
如果出现紧急事件需要参加本校项目的未成年人从上纽大设施中撤离，大学社区成员应遵守该设施要求的紧急流程。
5. NYU Shanghai Sponsors shall notify NYU Shanghai Public Safety and the Facility Manager of the location, dates, and times when Minors in NYU Shanghai Covered Programs will be present in NYU Shanghai Facilities so that emergency evacuation plans can factor in any special consideration arising out of the presence of minors.
上纽大主办者应向上纽大公共安全部门和设施经理告知参加本校项目的未成年人出现在上纽大设施中的地点、日期和时间，以便紧急撤离计划可以把未成年人存在的任何特殊因素考虑在内。

Required Forms/要求的表格

The NYU Shanghai Sponsor must collect (a) a signed release form (which describes the activities planned) and (b) a medical treatment authorization form from the parent or legal guardian of a Minor prior to the Minor's participation in an NYU Shanghai Covered Program involving the following:

上纽大主办者必须在未成年人参加涉及下述本校项目之前收集来自其父母或法定监护人的（a）签署的授权书（其中应描述计划的活动）和（b）医疗授权表格：

1. Overnight Stays;
过夜留宿;
2. Athletic or recreational activity;
体育或娱乐活动;
3. Activities in a lab, art, or shop facility, or another setting where Minors may be exposed to hazardous materials, machinery, or health-related situations;
在实验室、艺术或车间设施、或任何其他未成年人可能接触有害物质、机械或卫生相关的环境中的活动;
4. Off-Site Programs; or
在校园外开展的项目; 或
5. Any other NYU Shanghai Covered Programs designated by the CRMD.
任何其他 CRMD 指定的本校项目。

The required models for these forms are available on the [Policies and Guidelines](#) section of the NYU Shanghai website.

所需表格的模版提供在上纽大网站的[制度和准则](#)部分。

Enforcement/Violations of this Policy/本制度的实施/违反

The CRMD will enforce this Policy in conjunction with the appropriate offices of NYU Shanghai. Violations of this Policy may result in the non-approval or immediate termination of an NYU Shanghai Covered Program or Non-NYU Shanghai Covered Program, and disciplinary action against members of the University Community (up to and including termination of employment or services, as applicable), consistent with NYU Shanghai policy.

CRMD 将和上纽大的相关办公室共同保证本制度的实施。违反本制度可能导致本校项目或外校项目不被批准或立即终止，以及根据上纽大制度对大学社区成员的纪律处分（包括根据适用，解除劳动或劳务关系）。

In accordance with applicable law and policy, the CRMD reserves the right to check and monitor compliance with this Policy by conducting site visits, requesting documentation, and/or conducting a formal audit.

根据适用的法律和大学制度，CRMD 保留通过现场访问、要求提供文件和/或进行正式审核的方式来检查和监督本制度的遵守情况的权利。

Confidentiality/保密

NYU Shanghai will maintain the confidentiality of a report/complaint and the privacy of the persons involved to the greatest extent possible, consistent with the appropriate NYU Shanghai policy and to the extent permitted by law.

上纽大将根据适当的上纽大制度并在法律允许的范围内，尽最大可能维护报告/投诉的机密性和相关人员的隐私。

Anti-Retaliation/反报复

NYU Shanghai prohibits retaliation against any member of the University Community who makes a report or complaint under this Policy.

上纽大禁止对根据本制度提出报告或投诉的大学社区成员进行报复。

Definitions/定义

Abuse of Minors: includes infliction of physical or mental injury, sexual abuse or exploitation, or negligent treatment or maltreatment of a person under age 18. Please see NYU's [Protection of Minors Policy](#) for additional definitions and information. Please note that conduct that constitutes Abuse of a Minor may also constitute conduct prohibited under the [Sexual Misconduct, Relationship Violence and Stalking Policy](#), particularly conduct defined under that policy as Sexual Assault and Sexual Exploitation. For the full definitions of these offenses and other prohibited conduct that may constitute Abuse of a Minor, see the [Sexual Misconduct, Relationship Violence and Stalking Policy](#).

虐待未成年人: 包括对未满 18 周岁的人施加身体或精神伤害, 性虐待或剥削, 或疏忽对待或粗暴对待。请参阅纽约大学[未成年人保护制度](#)获取更多定义和信息。请注意, 构成虐待未成年人的行为也可能构成[反不当性行为, 亲密关系暴力和跟踪制度](#)所禁止的行为, 特别是根据该制度定义为性侵犯和性剥削的行为。该些犯罪行为和其他被禁止的可能构成虐待未成年人行为的完整定义, 请参阅[反不当性行为, 亲密关系暴力和跟踪制度](#)。

Intern: Please refer to the definition set forth in the University's [Unpaid Internship and Volunteer Policy](#).

实习生: 请参阅大学的[无薪实习和志愿者制度](#)中规定的定义。

Minor: For purposes of this Policy, a Minor is a person under the age of eighteen (18), participating in an NYU Shanghai Covered Program or Non-NYU Shanghai Covered Program, who is not enrolled in or accepted for enrollment in a degree-granting program at NYU Shanghai. Students who are dually enrolled in NYU Shanghai credit-granting courses while also enrolled in elementary, middle and/or high school are considered Minors for purposes of this Policy.

未成年人: 本制度中的未成年人是指参加本校项目或外校项目且未被上纽大学位授予项目登记或录取的未满十八(18)周岁的人。此外, 同时参加上纽大学分授予课程并在小学、中学和/或高中注册的学生, 在本制度中被视为未成年人。

Non-NYU Shanghai Covered Program: Non-NYU Shanghai organizations using NYU Shanghai Facilities for programs and activities involving Minors that are not sponsored by NYU Shanghai. Non-NYU Shanghai Covered Programs do not include the following: public events and other activities where Minors are under the general care, custody, or supervision of their parents or other guardians.

外校项目: 外校组织使用上纽大设施举行非上纽大主办的涉及未成年人的项目和活动。外校项目不包括以下内容: 未成年人在父母或其他监护人的一般照顾、监护或监督之下参加的公共活动和其他活动。

NYU Shanghai Covered Program: includes any program or activity that NYU Shanghai operates or sponsors involving Minors, including programs and activities sponsored by student organizations, or programs and activities offered by any academic, administrative or athletic unit of the University (including, but not limited to, formalized courses of study; academic camps; mentoring activities; academic enrichment programs; internships including but not limited to research internships and/or other activities which may occur in laboratories; athletics activities; and recreational programs).

本校项目：包括上纽大运营或发起的涉及未成年人的任何项目或活动，包括学生组织发起的项目和活动，或大学的任何学术、行政或体育部门提供的项目和活动（包括但不限于正式的学习课程，学术营，辅导活动，学术拓展项目，包括但不限于研究实习和/或可能发生在实验室的其他活动的实习，体育活动，以及娱乐项目）。

NYU Shanghai Covered Programs do not include the following: (i) programs or activities (e.g., events open to the public or that are admissions related) where Minors are under the general care, custody, or supervision of parents or other guardians; (ii) where Minors are patients accompanied by their parents or other guardians; or (iii) where Minors are serving as NYU Shanghai research subjects, which is addressed in the policies and procedures of NYU Shanghai's Institutional Review Board.

本校项目不包括以下内容：（i）未成年人在父母或其他监护人的一般照顾、监护或监督之下参加的项目或活动（如向公众开放或与入学相关的活动）；（ii）未成年人是由其父母或其他监护人陪同的病人；或（iii）根据上海纽约大学人体实验伦理委员会政策与程序，未成年人作为上纽大研究的对象。

NYU Shanghai Facilities: NYU Shanghai Facilities means all buildings and properties that are owned, operated, managed, or controlled through lease or other written agreement by NYU Shanghai.

上纽大设施：上纽大设施指上纽大通过租赁或其他书面协议持有、运营、管理或控制的所有建筑物和物业。

NYU Shanghai Sponsor: Any entity that falls within the definition of NYU Shanghai that has ownership of an NYU Shanghai Covered Program or provides approval for the use of NYU Shanghai Facilities for the purposes of participation in an NYU Shanghai Covered Program.

上纽大主办者：任何包括在上海纽约大学定义内的实体，其拥有本校项目或为了参加本校项目之目的而批准使用上纽大设施。

Off-Site Program: An NYU Shanghai Covered Program that takes place at a location other than an NYU Shanghai Facility.

在校园外开展的项目：任何在上纽大设施以外的地点举行的本校项目。

One-on-One Contact: Interaction as part of an NYU Shanghai Covered Program between any member of the University Community and a Minor in a closed/private area without the presence of at least one other adult member of the University Community, parent or legal guardian.

一对一接触：作为本校项目内容的一部分，任何大学社区成员在没有至少一名其他大学社区成员、未成年人父母或法定监护人在场时，和未成年人在封闭/私密区域内的互动。

Overnight Stay: An NYU Shanghai Covered Program in which Minors participating are intended to stay from evening through morning for one or more days in an NYU Shanghai Facility or under the supervision of a member or members of the University Community.

过夜留宿：未成年人参加的本校项目，其计划在上纽大设施内或在一位或多位大学社区成员的监督下，未成年人从晚上到次日上午停留一天或多天。

Program Director: member of the University Community or Non-NYU Shanghai organization who has programmatic oversight and responsibility for an NYU Shanghai Covered Program or Non-NYU Shanghai Covered Program, as applicable.

项目主管: 根据适用, 负责和监督本校项目或外校项目的大学社区成员或外校组织成员。

University Community means the following categories of individuals at NYU Shanghai taking part in NYU Shanghai Covered Programs: (a) faculty, including visiting faculty; (b) researchers, including persons conducting research at or under the auspices of the University; (c) administrators and professionals; (d) other employees (including student employees); (e) fellows, trainees and post-doctoral appointees; (f) interns and volunteers; (g) students; and (h) others who are performing activities or providing services on behalf of the University, including consultants, vendors, and contractors.

大学社区: 指参加本校项目的上纽大下列类别的人员: (a) 教师, 包括访问教师; (b) 研究人员, 包括在大学赞助下进行研究的人员; (c) 行政人员和专业人员; (d) 其他员工 (包括学生员工); (e) 研究人员、见习人员和博士后; (f) 实习生和志愿者; (g) 学生; 和 (h) 代表大学开展活动或提供服务的其他主体, 包括顾问、供应商和承包商。

Volunteer: Please refer to the definition set forth in the University's [*Unpaid Internship and Volunteer Policy*](#).

志愿者: 请参阅大学的[*无薪实习和志愿者制度*](#)中规定的定义。