家庭上網規矩及裝置檢查表

House Rules & Device Checklist for Children（6–12 歲中英對照）

小朋友姓名 Child：_____	開始日期 Start date：_____
僱主 Parent：_____	姐姐 Helper：_____

家庭上網規矩｜House Rules

1. 每日娛樂屏幕時間：不超過 ____ 小時；未完成功課及家務前不玩遊戲。
Entertainment screen time: maximum ____ hour(s) daily, after homework and chores.

2. 只用指定裝置及兒童帳戶：不使用成人帳戶，不自行新增帳戶或改設定。
Approved devices and child accounts only: no adult accounts, new accounts or setting changes.

3. 食飯、做功課及睡前一小時不用機。
No devices during meals, homework, or one hour before bed.

4. 不公開私隱：真名、學校、地址、電話、樣貌、校服及定位，一律不分享。
Keep private: name, school, address, phone, photos, uniform and location.

5. 陌生人私訊、送禮、要求視像或見面：不回應，立即告訴家長。
Stranger messages, gifts, video or meeting requests: do not reply; tell a parent immediately.

6. 未經家長批准，不下載、不購買、不課金；姐姐不代輸入密碼或驗證碼。
No downloads or purchases without approval. Helpers never enter passwords or verification codes.

7. 姐姐不用自己的手機迾細路，不刪除紀錄；小朋友不隱瞞瀏覽內容。
Helpers do not use their own phones to entertain the child. Nobody deletes history or hides online activity.

8. 見到不當內容、欺凌或唔舒服嘅嘢：不轉發、不還擊，立即告訴大人。
For harmful content, bullying or discomfort: do not share or retaliate; tell an adult immediately.

每週裝置檢查｜Weekly Checks

□ 兒童帳戶已登入指定裝置，成人帳戶已登出。
Child account active; adult accounts signed out.

□ 內容分級、停用時段及每日時限已開。
Content limits, downtime and daily limits enabled.

□ YouTube
已選「由你自行核准內容」；自動播放另行停用。
Approved content only; autoplay disabled separately.

□ 所有購買及下載需要家長批准，購買通知已開。
Approval and notifications enabled for purchases.

□ 定位、鏡頭、咪高峰及通訊權限已逐項檢查。
Location, camera, microphone and communication permissions checked.

□ 新 App、瀏覽紀錄及陌生私訊已抽查。
New apps, history and stranger messages reviewed.

□ 家長與姐姐已一起試一次：私訊、課金要求、誤睇影片點匯報。
Parent and helper rehearsed message, purchase and harmful-content reporting.

異常處理｜Incident Response

1. 冷靜唔鬧：先保護孩子，保留匯報意願。
Stay calm: protect the child and keep communication open.

2. 保存證據：截圖內容、帳號、日期及時間。
Preserve evidence: capture content, account, date and time.

3. 停止接觸：封鎖及檢舉；涉及同學通知學校。
Stop contact: block and report; inform the school if peers are involved.

4. 涉及人身威脅、約見或裸露相片：停止對話並報警。
Threats, meeting requests or explicit images: stop communication and contact Police.

僱主簽署 Parent signature：_____　　姐姐簽署 Helper signature：_____

每週檢討日期 Weekly review：_____　　下次檢討 Next review：_____

用法：僱主先填寫規矩，與姐姐逐條講解並試演一次；雙方簽署後貼喺客廳，每週一起檢討。Maidinhk.com — 家庭實用範本。