



REGULATIONS FOR VISITORS

1 MAY 2013

Internal and external circulation

Regulations for Visitors

1. Li Po Chun United World College (the College) has the authority to refuse any visitor/motor vehicle to enter the College without giving any reason.
2. All visitors are expected to conduct themselves properly so as not to cause any disturbance or inconvenience to others.
3. Any activity in contravention to the laws of Hong Kong or in breach of public order such as drinking, gambling, fighting and drug taking are strictly forbidden. Offenders will be asked to leave the College and will be held responsible for all consequences. Smoking is prohibited inside the College campus.
4. Visitors must not enter any premises/facilities, student and/or staff quarters, without prior approval.
5. Employees of the College do not have authority to accept any articles for safe custody. The College will not be liable for any loss of or damage to any articles allegedly left with the College for safe custody, howsoever such loss or damage be caused, whether by the negligence, or by the deliberate act, default or omission, of the College or any other party or otherwise.
6. Neither the College nor any of its employees will be liable for any loss of or damage to any visitors' personal belongings or any motor vehicle or any of its accessories or contents (whether such loss or damage is caused by the negligence, or by the deliberate act, default or omission, of the College employees or residents or any other party or otherwise) at any time or, if it is a motor vehicle, whilst it is being moved, driven in, or to, or from, the College premises.
7. Visitors and/or users of motor vehicle in the College shall be responsible for any damage to the structure of and/or fixtures or equipment situated in the College and in the event of any such damage or destruction shall pay to the College on demand the cost of repairing or replacing the same as certified by the College.
8. Owners and/or users of any motor vehicle in the College must possess a valid vehicle registration licence and a valid vehicle third party insurance cover. Drivers must possess a valid driver's licence or equivalent which enables the driver to drive legally in Hong Kong.
9. Visitors and/or users of any motor vehicle in the College shall comply with and obey all the lawful directions and regulations given by the College whether they are given verbally or in writing. In particular motor vehicle users shall obey the speed restriction, displayed inside the College.
10. Visitors shall give their full name and identity upon demand being made by the College at any time.
11. Maintenance works, cleaning or washing of visiting vehicles are prohibited inside the College unless with the prior consent of the College. Vehicle engines must be turned off whilst waiting.
12. Owners and/or users of any motor vehicle shall only park their vehicle within one parking space at any time and shall not park in such a way as to cause obstruction to or endanger other users. Also owners and/or users of any motor vehicle shall not park in the College a vehicle which is, or is likely to be, in such condition as to be dangerous to any person or other vehicle in the College, or which carries any goods or article likely to cause any such danger.
13. The College reserves the right to add, delete or alter the above regulations without prior notice to visitors/users of motor vehicles.



訪客須知

二零一三年五月一日

訪客須知

- 一. 香港李寶椿聯合世界書院(本校)有權拒絕任何人仕或任何車輛進入本校而毋須任何解釋。
- 二. 所有探訪者皆需自律，以免導致其他人之不便。
- 三. 一切違反本港法律或擾亂治安之任何活動：如酗酒、賭博、打架或吸毒等，均在嚴禁之列，違者除被著令離校外並須承當一切後果。校內所有場地，屬禁煙區。
- 四. 所有場地及設施包括學生及職員宿舍，訪客未經許可，請勿進入。
- 五. 本校的僱員無權接受並保管任何物品。任何人仕聲稱已將任何物品交託本校保管，如有遺失，損失或損壞，不論基於任何原因，不論是否由於本校或任何其他一方的疏忽蓄意，失職或懈怠引起的，本校一概無需負責。
- 六. 所有訪客攜帶之私人物品，貴重與否皆須自行保存，如有遺失，本校概不負責。任何車輛在本校停車場停放或存放期間，亦或移動或駕駛進出本校時，車輛本身或其任何附件或車內物件遺失或損壞(無論是否由於本校或任何其他一方疏忽蓄意，失職或懈怠引起的)，本校一概無需負責。
- 七. 任何訪客應對由他而引起的校內建築物或裝置設備的任何損壞或毀壞負責，而且一經本校要求，須即向本校繳付經本校證實的損壞或毀壞物件之修理費或更換費。
- 八. 所有停泊或進出校內之車輛，必須持有運輸署簽發之有效汽車註冊登記，並已購買有效的汽車第三者意外保險。駕車人仕必須持有有效及符合香港法例之駕駛執照。
- 九. 訪客及任何車輛的使用者，必須履行和遵守本校以口頭或書面形式告示的全部合法指示和條例，尤其是校內的告示牌，例如「速度限制」等。
- 十. 任何訪客在任何時候一經本校要求，應立即報告其本人全名及身份。
- 十. 除獲得本校事先批准外，任何外來車輛不得在校內從事清洗或維修。車輛在停車等候時，請把引擎關掉。
- 十一. 在同一時間內，使用者的車輛只能佔一個車位，並不得造成阻塞或危及其他車輛使用者。使用者在本校內停泊之車輛不能危及或威脅其他人仕或車輛，並不得裝載及攜帶任何具有危險性或威脅性之物品。
- 十二. 以上之守則，本校有權隨時增刪。