



Standards of Ethical Conduct

(Adapted from the Code of Ethics of the Education Profession in Florida and Principles of Professional Conduct for the Education Profession in Florida)

1. I value the worth and dignity of every person, the pursuit of truth, devotion to excellence, acquisition of knowledge, and the nurture of democratic citizenship. Essential to the achievement of these standards are the freedom to learn and to teach and the guarantee of equal opportunity for all.
2. My primary concern is the student and the development of the student's potential. Employees will therefore strive for professional growth and will seek to exercise the best professional judgment and integrity.
3. I am aware of the importance of maintaining the respect and confidence of my colleagues, of students, of parents, and of other members of the community. I will strive to achieve and sustain the highest degree of ethical conduct.
4. I understand that I have an affirmative duty and legal responsibility to report any alleged instructional personnel or school administrator misconduct that affects the health, safety or welfare of a student. I also understand that a failure to report such misconduct may result in penalties up to termination of employment and/ or revocation of any applicable licenses or certifications. I understand that examples of misconduct that may affect the health, safety, or welfare of a student include but not limited to: drug and alcohol use, disparaging comments, prejudice or bigotry, sexual innuendo, cheating, testing violations, physical aggression, or accepting favors from students.
5. I further agree to abide by the following procedures when reporting alleged misconduct of an instructional personnel or school administrators:
 - a. immediately report all allegations or any suspicion of misconduct that affects the health, safety, or welfare of a student engaged in by any instructional personnel to the school principal; or immediately report all allegations or any suspicion of misconduct that affects the health, safety, or welfare of a student engaged in by any school administrator to the school principal; or immediately report all allegations or any suspicion of misconduct that affects the health, safety, or welfare of a student engaged in by the school principal or supervising principal to the superintendent of secondary schools
 - b. thoroughly document the activities and details of the allegations or event; and
 - c. secure evidence (if applicable)
6. I further understand that I have an affirmative duty to report all actual or suspected cases of child abuse, abandonment or neglect to Florida Department of Children and Families either by phone at 1-800-96Abuse or online at www.dcf.state.fl.use/abuse/report/.
7. We understand that consistent that with Fla. Stat. 39.203, any person, official or institution, including employees who report in good faith any instant of misconduct, child abuse, abandonment, or neglect will be immune from any civil or criminal liability. Additionally, as provided by Fla. Stat. 768.095, any employer who discloses information about a former or current employee in response to a request or inquiry is immune from civil liability for such disclosure or its consequences unless it is shown by clear and convincing evidence that the information disclosed was knowingly false or violated any civil right of the employee.
8. I further understand that every school that accepts scholarship students under the John McKay Scholarship for Students with Disabilities (Fla. Stat. 1002.39) of the Corporate Tax

Credit Scholarship Program (Fla. Stat. 220.187) must comply with the terms of the Ethics in education Act. In addition, I acknowledge that all Instructional Personnel and School Administrators are required as a condition of employment to complete training on this Code of Ethics.

Training Requirement All instructional personnel and administrators are required as a condition of employment to complete training on these standards of ethical conduct.

Reporting Misconduct by Instructional Personnel and Administrators All employees and administrators have an obligation to report misconduct by instructional personnel and school administrators which affects the health, safety, or welfare of a student. Examples of misconduct include obscene language, drug and alcohol use, disparaging comments, prejudice or bigotry, sexual innuendo, cheating or testing violations, physical aggression, and accepting or offering favors. Reports of misconduct of employees should be made to Caroline Roberts, Principal of St. Joan of Arc School. Reports of misconduct committed by administrators should be made to the superintendent of the Diocese of Palm Beach.

Legally sufficient allegations of misconduct by Florida certified educators will be reported to the Office of Professional Practices Services. Policies and procedures for reporting misconduct by instructional personnel or school administrators which affects the health, safety, or welfare of a student are posted in the faculty lounge, school office, the clinic, the faculty workroom and on our Web site at www.stjoan.org.

Reporting Child Abuse, Abandonment or Neglect All employees and agents have an affirmative duty to report all actual or suspected cases of child abuse, abandonment, or neglect. Call 1-800-96-ABUSE or report online at: <http://www.dcf.state.fl.us/abuse/report/>.

Signs of Physical Abuse The child may have unexplained bruises, welts, cuts, or other injuries; broken bones; or burns. A child experiencing physical abuse may seem withdrawn or depressed, seem afraid to go home or may run away, shy away from physical contact, be aggressive, or wear inappropriate clothing to hide injuries.

Signs of Sexual Abuse The child may have torn, stained or bloody underwear, trouble walking or sitting, pain or itching in genital area, or a sexually transmitted disease. A child experiencing sexual abuse may have unusual knowledge of sex or act seductively, fear a particular person, seem withdrawn or depressed, gain or lose weight suddenly, shy away from physical contact, or run away from home.

Signs of Neglect The child may have unattended medical needs, little or no supervision at home, poor hygiene, or appear underweight. A child experiencing neglect may be frequently tired or hungry, steal food, or appear overly needy for adult attention.

Patterns of Abuse: Serious abuse usually involves a combination of factors. While a single sign may not be significant, a pattern of physical or behavioral signs is a serious indicator and should be reported.

Liability Protections Any person, official, or institution participating in good faith in any act authorized or required by law, or reporting in good faith any instance of child abuse, abandonment, or neglect to the department or any law enforcement agency, shall be immune from any civil or criminal liability which might otherwise result by reason of such action. (F.S. 39.203)

An employer who discloses information about a former or current employee to a prospective employer of the former or current employee upon request of the prospective employer or of the former or current employee is immune from civil liability for such disclosure or its consequences unless it is shown by clear and convincing evidence that the information disclosed by the former or current employer was knowingly false or violated any civil right of the former or current employee protected under F.S. Chapter 760. (F.S. 768.095)