

MARIAN CENTER SCHOOL AND SERVICES, INC.

Code of Ethics Instructional Personnel and School Administrators Elementary Schools

I acknowledge that I received training on and will adhere to the following principles:

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 professional concern will always be for the student and for the development of the student's potential. I 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 are 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 to the Superintendent of Elementary 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.dcfstate.fl.us/abuse/report/
7. I understand that any employee 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)

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 employees should be made to Executive Director.

Report of misconduct committed by administrators should be made to Office of Human Resources Archdiocese of Miami.

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 Archdiocese of Miami Employee Handbook and on our Website at www.mariancenterschool.org.

Additionally, 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)

Employee Signature

Date