

STUDENT SUPERVISION AND WELFARE

Each support staff member shall maintain a standard of care for the supervision, control, and protection of students commensurate with assigned duties and responsibilities.

It is the responsibility of the Superintendent to prepare administrative guidelines for the maintenance of the following standards:

- (X) Each support staff member shall report immediately to a building administrator any accident, safety hazard, or other potentially harmful condition or situation s/he detects.
- (X) Each support staff member shall immediately report to a building administrator any knowledge of threats of violence by students.
- (X) A support staff member shall not send students on any personal errands.
- (X) A support staff member shall not associate inappropriately with students at any time in a manner which may give the appearance of impropriety, including, but not limited to, the creation or participation in any situation or activity which could be considered abusive or sexually suggestive or involve drugs, alcohol or tobacco. Any sexual or other inappropriate conduct with a student by any staff member will subject the offender to potential criminal liability and discipline up to and including termination of employment.

This provision should not be construed as precluding a professional staff member from associating with students in private for legitimate or proper reasons or to interfere with familial relationships that may exist between staff and students.

- (X) If a student approaches a support staff member to seek advice or to ask questions regarding a personal problem related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, etc., the support staff member may attempt to assist the student by facilitating contact with certified or licensed individuals in the District who specialize in the assessment, diagnosis, and treatment of the student's stated problem. However, under no circumstances should a support staff member attempt to counsel, assess, diagnose, or treat the student's problem or behavior, unless properly licensed and authorized to do so, nor should such support staff member inappropriately disclose personally identifiable information concerning the student to third persons not specifically authorized by law.
- (X) A support staff member shall not transport students in a private vehicle without the approval of a building administrator.
- (X) A student shall not be required to perform work or services that may be detrimental to his/her health.
- (X) For non-school related purposes, professional staff members shall not interact with students via texting, personal email, instant messaging, blogging, social media and online networking media such as Facebook, Twitter, or any non-district authorized sites.
- (X) For non-school related purposes, professional staff members are expressly prohibited from posting any photo, video or comment pertaining to any student on social network sites or similar forums, such as YouTube, or any non-district authorized sites.

NOTE: Staff members should refer to Board Policies 5510, 7530.01, 7540, 7540.01 through 7540.04, 7543, and all associated administrative guidelines when using electronic resources, including but not limited to those referenced in section I and J above, for school related purposes.

- [X] Since most information concerning a child in school other than directory information described in Policy 8330, is confidential under Federal and State laws, any staff member who shares confidential information with another person not authorized to receive the information may be subject to discipline and/ or civil liability. This includes, but is not limited to, information concerning assessments, grades, behavior, family background, alleged child abuse, and any other record information.

Pursuant to the laws of the State and Board Policy 8462, each support staff member shall report to the proper legal authorities, immediately, any sign of suspected child abuse or neglect.