



STANDARDS OF ETHICAL CONDUCT

Training Requirement: All instructional personnel and administrators are required as a condition of employment to complete training on The Victory Center's 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
- Accepting or offering favors

Reports of misconduct of employees should be made to the Director of Education and /or the Director of Administration. Reports of misconduct committed by administrators should be made to the Chairman of the Board of Directors. Policies and procedures for reporting misconduct by instructional personnel or school administrators which affects the health, safety, or welfare of a student are posted on the wall in the hallway next to time clock and on our Web site at Thevictoryschool.org.

Possible penalties for instructional personnel or site administrators who fail to report misconduct may include:

- Written Reprimand
- Suspension with or without pay
- Termination of employment
- Discipline/Sanctions on an educator's certificate

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 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 768.098)

I acknowledge that I have been trained on The Victory Center's Standards of Ethical Conduct and understand the obligation to report misconduct by instructional personnel and school administrators should such misconduct occur. Furthermore, I have read and understand the liability protections and The Victory Center's requirement of disclosure on misconduct by a former or current employee to any prospective employers should such misconduct occur.

Employee Name: _____

(Please print)

Employee Signature

Date