

ADMINISTRATIVE REGULATION GBEB-R

STAFF CONDUCT

1:0 STATEMENT

- 1:1 All staff members have a responsibility to familiarize themselves with and abide by the laws of the State as these affect their work, the policies of the School Committees, and the regulations designed to implement them. All staff are expected to adhere to these laws in their relationships with students, parents, co-workers, and officials of the school system.
- 1:2 In the area of personal conduct, the committee expects that teachers and others will conduct themselves in a manner that not only reflects credit to the school system but also sets forth a model worthy of emulation by students.
- 1:3 All staff members will be expected to carry out their assigned responsibilities with conscientious concern and conduct themselves in a manner consistent with the dignity of his/her position and the highest ideals of professional service.

2:0 RESPONSIBILITIES

- 2:1 Essential to the success of ongoing school operations and the instructional program are the following specific responsibilities, which will be required of all personnel:
 - 2:1.1 Attend work timely, and regularly except when excused from attendance pursuant to the applicable provisions of collective bargaining agreements.
 - 2:1.2 Enforce the policies and regulations applicable to student conduct.
 - 2:1.3 Submit required reports when they are due.
 - 2:1.4 Use reasonable efforts to prevent and avoid damage to school property.
 - 2:1.5 Use reasonable efforts to provide for the safety and welfare of students, and to ensure that students are under supervision at all times.
 - 2:1.6 Promote equity and appreciation for, and sensitivity to, diversity among individuals.
 - 2:1.7 Use reasonable efforts to create and maintain a positive environment for work and learning.
 - 2:1.8 Maintain appropriate standards of behavior, mutual respect, and safety.
 - 2:1.9 Cooperate in communications with parents and community members.
 - 2:1.10 Maintain the confidentiality of student information.
 - 2:1.11 Refrain from using sarcasm and verbal abuse, unreasonable punishment and corporal punishment.
 - 2:1.12 Treat each student with respect.
 - 2:1.13 Avoid excessive fraternization with students.
 - 2:1.14 Avoid private communications or interactions with students which would give a reasonable impression of impropriety.
 - 2:1.15 Maintain professional relationships with students.

S.C. Received:

9/8/2010