

**STAFF CONDUCT WITH STUDENTS**

The Cape Elizabeth School Board expects all staff members, including teachers, coaches, counselors, administrators and others, to maintain the highest professional, moral and ethical standards in their conduct with students. For purposes of this policy, staff members also include school volunteers.

The interactions and relationships between staff members and students should be based upon mutual respect and trust; an understanding of the appropriate boundaries between adults and students in an educational setting; and consistent with the educational mission of the schools.

**Prohibited Conduct**

Examples of unacceptable conduct by staff members that are expressly prohibited include but are not limited to the following:

- Any type of sexual or inappropriate physical contact with students or any other conduct that might be considered harassment under the board's policy on Harassment and Sexual Harassment of Students;
- Singling out a particular student or students for personal attention and friendship beyond the normal teacher-student relationship;
- Sexual banter, allusions, jokes or innuendos with students;
- Asking a student to keep a secret; and
- Disclosing personal, sexual, family, employment concerns, or other private matters to one or more students.

Staff members are expected to be sensitive to the appearance of impropriety in their conduct and communication with students, including communication that occurs electronically. Staff members are encouraged to discuss issues with their building administrator or supervisor whenever they are unsure whether particular conduct may constitute a violation of this policy.

**Reporting Violations**

Students and/or parents/guardians are strongly encouraged to notify the principal [or other appropriate administrator] if they believe a teacher or other staff member may be engaging in conduct that violates this policy.

Staff members are required to notify promptly the appropriate building administrator or superintendent if they become aware of a situation that may constitute a violation of this policy.

**1<sup>st</sup> Reading: 10/11/11**

File: GBEBB

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Disciplinary Action

Staff violations of this policy shall result in disciplinary action up to and including dismissal. Violations involving sexual or other abuse will also result in referral to the Department of Human Services and/or law enforcement in accordance with the board's policy on Reporting Child Abuse and Neglect.

Policy to be Included in Handbooks (or disseminated by other means)

This policy shall be included in all employee, student and volunteer handbooks.

Cross Reference:     ACAA-Harassment and Sexual Harassment of Students  
                            JLF-Reporting Child Abuse and Neglect

ADOPTED:   December 14, 2004  
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