



DIXIE COUNTY LEARNING ACADEMY INC.

1357 NE 82ND Ave, Old Town, FL 32680

Phone: (352) 542-3306 Fax: (352) 542-7291

Academy Information: Website: www.dclacademy.com

DCLA Professional Code of Ethics Policy & Procedures

All employees and or Contract Personnel must please read and sign the following adopted code of ethics for our school. They are as follows:

Code of Ethics of the Education Profession at Dixie County Learning Academy

- 1. The educator values 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. The educator's primary professional concern will always be for the student and for the development of the student's potential. The educator will therefore strive for professional growth and will seek to exercise the best Professional judgement and integrity.**
- 3. Aware of the importance of maintaining the respect and confidence of one's Colleagues, of students, of parents, and of other members of the community, the educator strives to achieve and sustain the highest degree of ethical Conduct.**

Principles of Professional Conduct at Dixie County Learning Academy

- 1. The following disciplinary rule shall constitute the Principles of Professional Conduct for Dixie County Learning Academy.**
- 2. Violation Of any of the principles shall subject the individual to the following:**

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- A. Written Reprimand**
- B. Suspension with or without pay**
- C. Termination of Employment**
- D. Suspension of the individual educator's certificate, or other penalties as provided by law.**

3. Obligation to the student requires that the individual:

- a. Shall make reasonable effort to protect the student from conditions harmful to learning and/or to the student's mental and/or physical health and/or safety.**
- b. Shall not unreasonably restrain from independent action in pursuit of learning.**
- c. Shall not unreasonably deny a student access to diverse points of view.**
- d. Shall not intentionally suppress or distort subject matter relevant to a Student's academic program.**
- e. Shall not intentionally expose a student to unnecessary embarrassment or disparagement.**
- f. Shall not violate or deny a student's legal rights.**
- g. Shall not harass or discriminate against any student based on race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition, sexual orientation, or social and family background and shall make reasonable effort to assure that each student is protected from harassment or discrimination.**
- h. Shall not exploit a relationship with a student for personal gain or advantage.**
- i. Shall keep in confidence personally identifiable information obtained in the course of the professional service unless disclosure serves professional purposes or is required by law.**

4. Obligation to the public requires that the individual:

- a. Shall take reasonable precautions to distinguish between personal views and those of any educational institution or organization with which the individual is affiliated.**
- b. Shall not intentionally distort or misrepresent facts concerning an educational matter in direct or indirect public expression.**
- c. Shall not use institutional privileges for personal gain or advantage.**

d. Shall accept no gratuity, gift or favor that might influence professional judgement.

e. Shall offer no gratuity, gift, or favor to obtain special advantages.

5. Obligation to the profession of education requires that the individual:

a. Shall maintain honesty in all professional dealings.

b. Shall not base on race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping, condition if otherwise qualified, or social and family background deny to a colleague professional benefits or advantages or participation in any professional organization.

c. Shall not interfere with a colleague's exercise of political or civil rights and responsibilities.

d. Shall not engage in harassment or discriminatory conduct which unreasonably interferes with an individual's performance of professional or work responsibilities or with the orderly processes of education or which creates a hostile, intimidating, abusive, offensive, or oppressive environment: and, further, shall make reasonable effort to assure that everyone is protected from such harassment or discrimination.

e. Shall not make malicious or intentional false statements about a Colleague.

f. Shall not use coercive means or promise special treatment to influence professional judgements of colleagues.

g. Shall not represent one's own professional qualifications.

h. Shall not submit fraudulent information on any document in connection with professional activities.

i. Shall not make any fraudulent statement or fail to disclose a material fact in one's own or another's application for a professional position.

j. Shall withhold information regarding a position from an applicant or misrepresent an assignment or conditions of employment.

k. Shall provide upon the request of the certified individual a written statement of specific reason for recommendations that lead to the denial of increments, significant changes in employment, or termination of employment.

l. Shall not assist entry into or continuance in the profession of any person known to be unqualified in accordance with these Principles of Professional Conduct for the Education Profession in Florida and other applicable Florida Statutes and State Board of Educational Rules.

m. It is your duty to report alleged misconduct by instructional personnel and school administrators which affects the health, safety, or welfare of a student.

You shall self-report within forty-eight (48) hours to appropriate authorities (as determined by district) any arrests/charges involving the abuse of a child or the sale and or possession of a controlled substance. Such notice shall not be considered an admission of guilt nor shall such notice be admissible for any purpose in any proceeding, civil or criminal, administrative, or judicial, investigatory or adjudicatory in addition, shall self-report any conviction, finding of guilt, withholding of adjudication, commitment to a pretrial diversion program, or entering of a plea of guilty or Nolo Contendere for any criminal offense other than a minor traffic violation within forty-eight (48) hours after the final judgment

When handling sealed and expunged records disclosed under this rule, school districts shall comply with the confidentiality provisions of Sections 943.0585(4) © and 943.059(4)©, Florida Statutes.

n. Reporting misconduct by instructional Personnel and Administrators: All employees, educational support employees, and administrators have an obligation to report misconduct by instructional personnel and school administrators which affects the health, safety and welfare of a student. Examples of misconduct include obscene language , drug and alcohol use, disparaging comments, prejudice or bigotry, sexual inducements, cheating or testing violations, physical aggression, and accepting or offering favors. Reports of misconduct of employees should be made to Dr. Sylvia Lamenta (352)542-3306. Reports of misconduct committed by administrators should be made to DOE (850)245-0505. Legally sufficient allegations of misconduct by Florida certified educators will be reported to the Office of Professional Practice Services (850)245-0438. Policies and procedures for reporting misconduct by instructional personnel or school administrators which affect the health and safety or welfare of a student are posted in the wall of the Educators Resource Room and on our School Website dcl.academy

o. Reporting Child Abuse, Abandonment or Neglect: All employees and agents have an affirmative duty to report all actual or suspected cases of child abuse, abandonment, or neglect. Call 1-800-96-ABUSE or report online at <http://www.dcf.state.fl.us/abuse/report/>

- p. The following procedure shall be followed in reporting the alleged misconduct by instructional personnel and or school administrations. You shall report to the proper authority. Dr. Sylvia Lamenta DSC, (352)-542-3306 or DOE (850)245-0505 of any allegations or violation of the above rules.**
- q. Shall seek no reprisal against any individual who has reported any allegation of a violation of the Florida School Code or State Board of Education Rules as defined in Section 1012.795(1), Florida Statutes.**
- r. Shall comply with the conditions of an order of the Education Practices Commission.**
- s. Shall, as the supervising administrator, cooperate with the Education Practices Commission in monitoring the probation of a subordinate.**
- t. The following is an explanation of liability protection of provided for you under the state of Florida as contained in the following statutes:**

Statute 39-203 Immunity from liability in cases of child abuse, abandonment, or neglect.

1(a) any person, official or institution participating in good faith in any act authorized 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)

(b) Except as provided in this chapter, nothing contained in this section shall be deemed to grant immunity, civil or criminal, to any person suspected of having abused, abandoned, or neglected a child or committed any illegal act upon or against a child.

2(a) No resident or employee of a facility serving children may be subjected to reprisal or discharge because of his or her actions in reporting abuse, abandonment, or neglect pursuant to the requirements of this action.

(b) Any person making a report under this section shall have a civil cause of action for appropriate compensatory and punitive damages against any person who causes detrimental changes in employment status of such reporting party by reason of his or her making such report.

Any detrimental change made in the residency or employment status of such person, including, but not limited to, discharge, termination, demotion, transfer, or reduction in pay or benefits or work privileges, or negative evaluations within a prescribed period shall establish a rebuttable presumption that such action was retaliatory.

Statue 768.095 Employer immunity from liability: disclosure of information regarding former or current employees.

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 former or current employer was knowingly false or violated any civil right of the former or current employee protected under Chapter 760. (F.S.768.095)

Training Requirement: All instructional personnel, education support employee, and administrators are required as a condition of employment to complete training on these standards of ethical conduct.

Please sign below to acknowledge your receipt of this information.

**Thank you,
Dr. Sylvia Lamenta, DSC, CMHP
Administrator**

SL/pa

CC: File

