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## **CROSSROADS ACADEMY EMPLOYEE STANDARDS OF ETHICAL CONDUCT**

(adapted from the Code of Ethics of the Education Profession in Florida and Principles of Professional Conduct for the Education Profession in Florida)

Crossroads Academy employees value 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.

Crossroads Academy's primary concern is the students and the development of the student's potential. Employees will therefore strive for professional growth and will seek to exercise the best professional judgment and integrity. This commitment requires that Crossroads Academy employees adhere to the following:

1. They shall make a reasonable effort to protect the student from conditions harmful to learning and/or to the student's mental and/or physical health and safety.
2. They shall not unreasonably restrain a student from independent action in pursuit of learning.
3. They shall not unreasonably deny a student access to diverse points of view nor suppress or distort subject matter relevant to a student's academic program.
4. They shall not harass or discriminate against any student on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition, sexual orientation or social and family background.
5. They shall not intentionally expose a student to unnecessary embarrassment or disparagement and shall make a reasonable effort to assure that each student is protected from harassment or discrimination.
6. They shall not intentionally violate or deny a student's legal rights.
7. They shall not exploit a relationship with a student for personal gain or advantage.
8. They shall keep in confidence personally identifiable information obtained in the course of professional service, unless disclosure serves professional purposes or is required by law.

Crossroads Academy's employees are aware of the importance of maintaining the respect and confidence of their colleagues, students, parents and community members, and therefore must display the highest degree of ethical conduct. This commitment requires that Crossroads Academy employees adhere to the following:

1. They shall maintain honesty in all professional dealings.
2. They shall not harass or discriminate against any individual on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition, sexual orientation or social and family background.
3. They shall not engage in harassment or discriminatory conduct that unreasonably interferes with a colleague's performance of professional or work responsibilities or with the orderly processes of education.
4. They shall make a reasonable effort to assure that each individual is protected from such harassment or discrimination.
5. They shall not make malicious or intentionally false statements about a colleague.

Crossroads Academy employees are required, as a condition of employment, to complete yearly training on these standards of ethical conduct.

Crossroads Academy employees 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, and accepting or offering favors. Reports of misconduct of employees should be made to Michael Graff, Crossroads Academy's dean. The incident will be documented and investigated. Violations are subject to the employee's suspension and/or termination upon completion of the investigation. Reports of misconduct by school administrators should be made to Michael Graff, who will then contact the Board of Directors.

Legally sufficient allegations of misconduct by Florida certified educators will be reported to the Office of Professional Practices Services.

Policies and procedures for reporting misconduct by instructional personnel or school administrators which affects the health, safety, or welfare of a student are posted in the front office, copy room and on our Web site at [www.crossroadsocala.com](http://www.crossroadsocala.com)

Crossroads Academy employees 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: [www.dcf.state.fl.us/abuse/report](http://www.dcf.state.fl.us/abuse/report)

Signs of Physical Abuse: The child may have unexplained bruises, welts, cuts, or other injuries; broken bones; or burns. A child experiencing physical abuse may seem withdrawn or depressed, seem afraid to go home or may run away, shy away from physical contact, be aggressive, or wear inappropriate clothing to hide injuries.

Signs of Sexual Abuse: The child may have torn, stained or bloody underwear, trouble walking or sitting, pain or itching in genital area, or a sexually transmitted disease. A child experiencing sexual abuse may have unusual knowledge of sex or act seductively, fear a particular person, seem withdrawn or depressed, gain or lose weight suddenly, shy away from physical contact, or run away from home.

Signs of Neglect: The child may have unattended medical needs, little or no supervision at home, poor hygiene, or appear underweight. A child experiencing neglect may be frequently tired or hungry, steal food, or appear overly needy for adult attention.

Patterns of Abuse: Serious abuse usually involves a combination of factors. While a single sign may not be significant, a pattern of physical or behavioral signs is a serious indicator and should be reported.

## 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 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 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. 768.095)