

## PERSONNEL

### Personnel Protection from Response to Allegations Against Staff of Assault/Other Acts

~~Employees who have suffered an assault in connection with their employment shall immediately make a written report of the circumstances thereof to their principal or immediate superior and shall make supplemental written reports attaching copies of any summons, complaint, process, information, indictment, notice or demand served upon them in connection with such assaults within five (5) days after they have been served therewith, and reporting the final disposition of any such proceedings.~~

~~Such reports shall be forwarded to the Virginia Department of Education through the Superintendent's office as mandated by the legal reference to this Policy. Copies of these reports shall be submitted to the Superintendent or designee.~~

~~I~~n the event civil or criminal proceedings are brought against anthe employee alleging that they committed assault or a similar act in connection to their employment, and provided that an incident has been investigated and no wrongdoing has been found, the School Board will comply with any reasonable request by the employee for information in the School Board's possession, not privileged by law or School Board policies and/or regulations, and relevant to the incident reported.

Employees may request that the School Board reimburse the employee the legal costs related to defending a criminal charge brought against the employee in the employee's capacity as a School Division employee as well as the legal costs to have such criminal charges expunged from the employee's criminal history record, in accordance with School Board policy.

~~If criminal or civil proceedings are brought against an employee alleging that the employee committed an assault in connection with his/her employment, such employee, after making the reports described above, may request the School Board's assistance in the preparation of the employee's defense. Upon receipt of~~

~~such request, the School Board will instruct its attorney to consult with the employee's legal counsel in the preparation of the employee's defense, insofar as the interests of the employee and the School Division are not conflicting. Nothing in this Policy shall prejudice any action that the School Board might otherwise take regarding the employee's employment status.~~

### **Related Links**

[School Board Policy 2-59](#)

[School Board Regulation 4-33.1](#)

Adopted by School Board: January 19, 1982

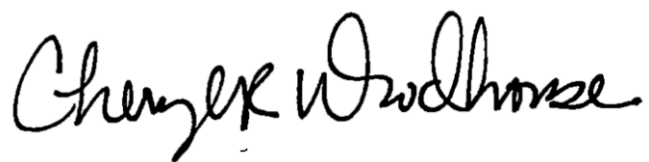
Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

Amended by School Board: July 13, 1993 (Effective August 14, 1993)

Amended by School Board: October 4, 2016

[Amended by School Board: May, 2023](#)

A handwritten signature in black ink that reads "Cheryl Woodhouse". The signature is written in a cursive, flowing style.