

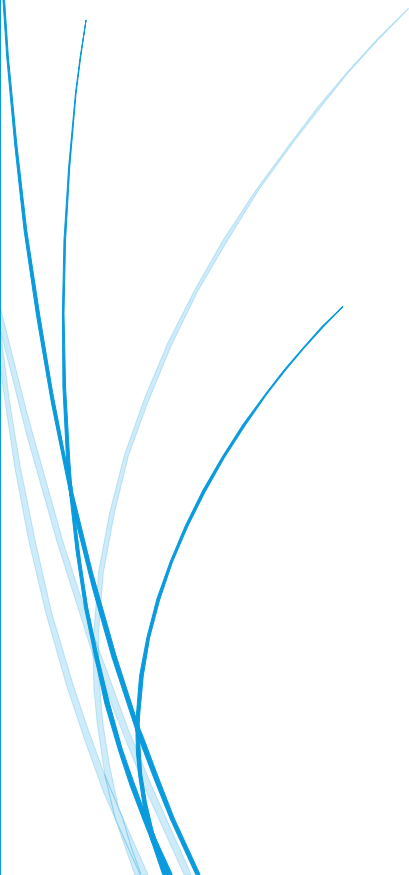


BAKER COUNTY SCHOOL DISTRICT

Building Champions In and Out of the Classroom

Mentoring Manual

Accomplished Practice 6-Ethics



ETHICS TABLE OF CONTENTS

.....	0
Sample Key Indicators	2
Code of Ethics and Professional Conduct of the Education Profession-Component 1	3
Definition:	3
Target Audience:.....	3
How?.....	3
Who Can Help?.....	4
People.....	4
Professional Judgment-Component 2.....	5
Definition:.....	5
Target Audience:.....	5
How?.....	5
Who Can Help?.....	6
People.....	6
Book:.....	6
Punctuality and Performance of Assigned Duties-Component 3.....	7
Definition:.....	7
Target Audience:.....	7
How?.....	7
Who Can Help?.....	7
People.....	7
Website.....	7

ACCOMPLISHED PRACTICE #6

Adheres to the Code of Ethics and Principles of Professional Conduct of the Education Profession in Florida.

SAMPLE KEY INDICATORS

- Makes reasonable effort to protect students from conditions harmful to learning and/or to the students' mental and/or physical health and/or safety.
- Encourages students' independent action in pursuit of learning.
- Provides for student access to diverse points of view.
- Takes reasonable precautions to distinguish between personal views and those of any educational institution or organization with which he/she is affiliated.
- Does not intentionally distort or misrepresent facts concerning an educational matter in direct or indirect publish expression.
- Does not use institutional privileges for personal gain or advantage.
- Maintains honesty in all professional dealings.
- Does not, on the basis of race, color, religion, gender, age, national or ethnic origin, political beliefs, marital status, handicapping condition if otherwise qualified, social and family background, deny to a colleague professional benefits or advantages or participation in any professional organization.
- Supports a colleague's right to exercise political or civil rights and responsibilities.

CODE OF ETHICS AND PROFESSIONAL CONDUCT OF THE EDUCATION PROFESSION-COMPONENT 1

DEFINITION:

The District's Policy on creating a culture of honesty and integrity to create a safe environment and high quality education for all of the district's students.

TARGET AUDIENCE:

New Teachers to the Profession and New Teachers to the District

HOW?

Obligation to the student requires that the individual adhere to the State Board of Education Rule.

Example: How to Use Common Sense and Professional Judgment to Avoid Legal Complications in Teaching

1. Maintain a professional barrier between you and students. You are the adult, the teacher, and the professional; act like the expert not like another one of the "kids."
2. Keep the classroom door open when alone with any student. Make every attempt to NOT be alone with any student.
3. Refer students to the appropriate resource person for counseling and/or discussions about personal matters.
4. Do NOT flirt with students or engage in behavior that could be deemed as flirtatious in nature.
5. Do NOT discuss your personal life or personal matters with students. Do NOT discuss your husband, wife, girlfriend, boyfriend, or dates with students.
6. Avoid leaving your students unsupervised; have an alternate plan of action.

7. Maintain appropriate personal space. Do not touch students in a manner that could be deemed as inappropriate behavior between student and teacher.
8. Use verbal praise and reinforcement.
9. Know your school and district policies and state laws governing corporal punishment. Establish and follow a consistent behavior plan. Treat each student with respect. Know the student's rights.
10. Chaperones on school-sponsored trips should be cautious of their interactions with and behaviors around students. Employees must always adhere to the [Professional Code of Ethics](#). Do **NOT** drink alcoholic beverages in front of students. Do **NOT** take children home in your personal car.
11. Do **NOT** make telephone calls, send social media /text messages or write notes of a personal nature to students.
12. Do not harass students; respect their differences. What you intend as humor may, in fact, be cultural bias or harassment.
13. Do not use verbal joking or comments of a sexual nature.

WHO CAN HELP?

PEOPLE

- i. Mentor Teacher
- ii. Colleagues
- iii. Educational Leaders
- iv. Learning Community

PROFESSIONAL JUDGMENT-COMPONENT 2

DEFINITION:

Use common sense and good judgment. Ask yourself how someone else could perceive your comments or actions. Ask yourself if your comments or actions could be taken out of context and/or misinterpreted.

TARGET AUDIENCE:

Pre K-12th Grade Teachers

HOW?

Maintain your reputation in the Community

1. Keep your co-workers and supervisors informed; work and communicate as a team; plan and teach together.
2. Communicate with parents and document your communication (Use Parent Communication Form in Communication section)
3. Dress and behave appropriately and professionally. Clothing must be clean, neat, and reflect a positive image. Employee apparel affects the students. Four main effects: Respect, credibility, acceptance, and authority.
4. Avoid putting yourself in a position where you have to defend, explain, or justify your behavior or actions. Avoid putting yourself in a position where it's your word against another person's word.
5. Maintain a professional reputation in the community. Be aware of the standards that are expected of you as a professional. If you would not be proud of or want that behavior to be exposed, do not engage in it.

Example: Adams and Tomerlin Cases

The Florida 1st District Court of Appeals said that teachers are held to a higher standard. “. . . It should be noted that educators are held to a more rigorous moral standard than other professionals because of their role in educating children.” Adams v. State Professional Practices Council, 406 So.2d1170 (Fla. 1st DCA 1981).

“A school teacher holds a position of great trust. We entrust the custody of our children to the teacher. We look to the teacher to educate and to prepare our children for their adult lives. To fulfill this trust, the teacher must be of good moral character; to require less would jeopardize the future lives of our children.” Tomerlin v. Dade County School Board, 318 So.2d159 (Fla 1st DCA 1975).

WHO CAN HELP?

PEOPLE

- i. Mentor Teacher
- ii. Colleagues

BOOK:

Ethics & the Early Childhood Educator: Using the NAEYC Code by Stephanie Feeney & Nancy K. Freeman

PUNCTUALITY AND PERFORMANCE OF ASSIGNED DUTIES-COMPONENT 3

DEFINITION:

Each school has its own policy and procedure for signing in. Your principal will direct this and/or it will be addressed in the school's policy handbook.

TARGET AUDIENCE:

All Teachers

HOW?

New teacher orientation at each school will address procedures for signing in and for duties outside of the classroom. Professionalism involves how we handle ourselves at all times. We should model professionalism at all times. **Always be on time and willing to help out with other duties as assigned.** If you feel this is not a fair duty, talk with your mentor and/or administrator with concerns.

WHO CAN HELP?

PEOPLE

- i. Mentor Teacher
- ii. Colleagues
- iii. Grade Level Chairperson
- iv. Educational Leaders

WEBSITE

[School Policy Handbook](#)