

STAFF SAFETY ASSAULTS

It is the policy of the Piedmont Board of Education that the Piedmont Public Schools establish clear and specific procedures to ensure the health and safety of students and employees.

Procedures:

1. Principals/supervisors shall make known to district employees rules and regulations pertaining to the employee's safety and the safety of students and other personnel. Employees are subject to disciplinary action for willful violation of safety rules and regulations.
2. Principals/supervisors will complete an employee accident investigation form for each employee accident, retain one copy, and submit one copy to the Workers' Compensation Office not later than three (3) days after the accident.
3. In compliance with state law, the administrator of each school site shall post a sign in the school building which reads as follows: "Felony charges may be filed against any person committing an aggravated assault or battery upon any school employee."
4. Employees who are the victims of assault and/or battery while performing school duties shall notify the superintendent, superintendent's designee, or the building administrator of the incident within 30 days of the incident. The superintendent's designee or building administrator shall report such incidents to the superintendent. The superintendent shall determine the action to be taken as a result of the incident. The said victim of the assault and/or battery shall be informed of the action taken. If the employee is not satisfied with the action, he or she may ask to be heard by the board of education.
5. The superintendent shall notify the State Department of Education of all such incidents of the previous year on July 1 of each year. The report shall include a description of the battery or assault and the final disposition of each incident.
6. Nothing in this policy shall be meant to prevent the school employee himself/herself from filing criminal charges.

**REFERENCE: 21 O.S. §650.7
51 O.S. §151, et seq.
70 O.S. 24-101.3**