

Zionsville Community Schools offers guidance regarding one-on-one student-staff or volunteer interactions so as to ensure an environment of comfortable safe boundaries for all. At no time should a staff member or volunteer of ZCS be alone with a child where she/he cannot be observed or readily interrupted by others.

Given the highly confidential and relationship-driven nature of our work, there are notable situations that require adults and children to interact one-on-one. This necessity extends, at times, to officers of the law, our county's court system, and Department of Child Services officials. Even in the exceptions listed here and in those not contemplated by this document, interactions between students and staff/volunteers must be:

- **Observable** by another adult (meaning another adult should be made aware that the interaction is taking place, and/or the interaction takes place in an open space, and/or the interaction takes place in a room with an open door, and/or the interaction can be seen through the window in a door, and the door of the room in which the meeting is taking place is unlocked).
- **Interruptible** by another adult (meaning another adult should be able to interrupt the meeting by opening the door to the room and readily and immediately engaging with the student and adult with whom the student is meeting).

Examples of **APPROPRIATE** one-on-one student and staff interactions are listed below, and it must be noted that they are all subject to the **OBSERVABLE** and **INTERRUPTIBLE** caveats described above:

- ✓ School counselors with individual students
- ✓ School psychologists with individual students
- ✓ School social workers with individual students
- ✓ Administrators with individual students
- ✓ Tutoring, extra help sessions, or other academic meetings between teachers and individual students
- ✓ Outside musicians who work with individual band, orchestra, or choral students in practice rooms
- ✓ School nurses and individual students
- ✓ Athletic trainers and individual students
- ✓ Contracted, school-based mental health providers and individual students
- ✓ Court-mandated interactions with a Court Appointed Special Advocate (CASA) or Guardian Ad Litem (GAL) and individual students
- ✓ School police partners and individual students
- ✓ Outside governmental agencies, such as Department of Child Services staff and individual students (when legally required—see Board Policy 5540)

When engaging in **APPROPRIATE** one-on-one interactions with students, staff members and other adults can model appropriate boundaries for student safety by ensuring that other staff members and/or adults are aware that the meeting is occurring and where it will be taking place.