

Policy Title: MAINTAINING PROFESSIONAL STAFF/STUDENT BOUNDARIES	Policy No.	No. of Pages
	EMP15	3
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- I. **PURPOSE:** To establish rules and expectations requiring employees to maintain professional boundaries between themselves and students and to preclude boundary invasions.

- II. **POLICY:** Boundary invasions are strictly prohibited.
 1. A boundary invasion is an act or omission by a school employee that violates professional staff/student boundaries and has the potential to abuse the staff/student relationship.
 2. An inappropriate boundary invasion means an act, omission, or pattern of such behavior by a school employee that does not have an educational purpose; and results in abuse of the staff/student professional relationship.
 3. Examples of inappropriate boundary invasions by staff members include but are not limited to the following:
 - a. Any type of inappropriate physical contact with a student or any other conduct that might be considered harassment under the Corporation and Schools' policy on Prohibition of Harassment and Sexual Harassment of Students.
 - b. Showing pornography to a student.
 - c. Singling out a particular student or students for personal attention and friendship beyond the professional staff-student relationship.
 - d. Socializing where students are consuming alcohol, drugs or tobacco.
 - e. For non-guidance/counseling staff, encouraging students to confide their personal or family problems and/or relationships. If a student initiates such discussions, staff members are expected to refer the student to appropriate guidance/counseling staff. In either case, staff involvement should be limited to a direct connection to the student's school performance.
 - f. Sending students on personal errands unrelated to any educational purpose.
 - g. Banter, allusions, jokes or innuendos of a sexual nature with students.
 - h. Disclosing personal, sexual, family, employment concerns, or other private matters to one or more students.
 - i. Addressing students, or permitting students to address staff members with personalized terms of endearment, pet names, or otherwise in an overly familiar manner.
 - j. Maintaining personal contact with a student outside of school by phone, email, Instant Messenger or Internet chat rooms, social networking Web sites, or letters (beyond homework or other legitimate school business) without including the parent/guardian.

- k. Giving or exchanging inappropriate personal gifts, cards or letters with an individual student.
 - l. Socializing or spending time with students (including but not limited to activities such as going out for beverages, meals or movies, shopping, traveling, and recreational activities) outside of school-sponsored events, except as participants in organized community activities.
 - m. Giving a student a ride alone in a vehicle in a non-emergency situation.
 - n. Unnecessarily invading a student's privacy (e.g. walking in on the student in the bathroom).
4. The following activities are possible examples of boundary invasions and can create an actual impropriety or the appearance of impropriety:
- a. Being alone with an individual student out of the view of others.
 - b. Inviting or allowing individual students to visit the staff member's home,
 - c. Visiting a student's home; and/or social networking with students for non-educational purposes or with these characteristics:
 - i. is hidden and/or secretive
 - ii. is loosely connected or has no connection to school
 - iii. supervisor has no knowledge of it
 - iv. parents are not aware of it taking place

III. GENERAL:

1. Students and their parents/guardians are strongly encouraged to notify the Principal (or other administrator) if they believe a teacher or other staff member may be engaging in conduct that violates this policy.
2. Staff members are required to promptly notify the Principal (or other administrator) if they become aware of a situation that may constitute a violation of this policy. Having knowledge of, or a reasonable basis to believe that, a staff member is engaged in an inappropriate relationship with a student and failing to report the information to the Principal or an administrator places the student at risk and is subject to discipline for failing to report.
3. Staff violations of this policy will result in disciplinary action up to and including dismissal.
4. Violations involving sexual or other abuse will also result in referral to Child Protective Services and/or law enforcement in accordance with the state statute and policy on reporting suspected child abuse.
5. Principals are responsible for assuring that all employees are aware of this policy.