



## **Code of Ethics**

We believe at FBA that the calling of Christian Education is a very high calling that requires professionalism and accountability. Therefore, the following "Code of Ethics" has been developed for our staff. Staff will be expected to complete training on these standards.

### **Reporting Misconduct by Instructional Personnel and Administrators**

All employees and administrators have an obligation to report misconduct by instructional personnel and school administrators which affects the health, safety, or welfare of a student. Examples of misconduct include obscene language, drug and alcohol use, disparaging comments, prejudice or bigotry, sexual innuendo, cheating or testing violations, physical aggression, and accepting or offering favors. Reports of misconduct of employees should be made to [Norma Woods at 239-597-6057 ext. 244](#). Reports of misconduct committed by administrators should be made to [Norma Woods at 239-597-6057 ext. 244](#). Legally sufficient allegations of misconduct by Florida certified educators will be reported to the Office of Professional Practices Services. Policies and procedures for reporting misconduct by instructional personnel or school administrators which affects the health, safety, or welfare of a student are posted on (i.e. bulletin board, front office, break room, etc.) and this webpage.

**Signs of Physical Abuse** The child may have unexplained bruises, welts, cuts, or other injuries; broken bones; or burns. A child experiencing physical abuse may seem withdrawn or depressed, seem afraid to go home or may run away, shy away from physical contact, be aggressive, or wear inappropriate clothing to hide injuries.

**Signs of Sexual Abuse** The child may have torn, stained or bloody underwear, trouble walking or sitting, pain or itching in genital area, or a sexually transmitted disease. A child experiencing sexual abuse may have unusual knowledge of sex or act seductively, fear a particular person, seem withdrawn or depressed, gain or lose weight suddenly, shy away from physical contact, or run away from home.

**Signs of Neglect** The child may have unattended medical needs, little or no supervision at home, poor hygiene, or appear underweight. A child experiencing neglect may be frequently tired or hungry, steal food, or appear overly needy for adult attention.

**Patterns of Abuse:** Serious abuse usually involves a combination of factors. While a single sign may not be significant, a pattern of physical or behavioral signs is a serious indicator and should be reported.

## **Reporting Child Abuse, Abandonment or Neglect**

All employees and agents have an affirmative duty to report all actual or suspected cases of child abuse, abandonment, or neglect. Call 1-800-96-ABUSE or report online at: <http://www.dcf.state.fl.us/abuse/report/>.

## **Training Requirement**

All instructional personnel and administrators are required as a condition of employment to complete training on these standards of ethical conduct.

All staff are expected to abide by and conduct themselves accordingly:

### ***Integrity:***

The FBA Employee:

1. Will maintain integrity by being honest at all times.
2. Will not indulge or allow plagiarism.
3. Will follow through with promises.
4. Will walk in a circumspect manner.
5. Will honor their commitments.
6. Will abide by copyright laws.
7. Will be loyal and respectful to the authority placed over them.
8. Will not reveal confidential information.
9. Will honestly account for all funds committed to his/her charge.
10. Will communicate to parents with respect and honesty.

### ***Purity:***

The FBA Employee:

1. Will die daily to themselves.
2. Will refrain from pornography.
3. Will guard against inappropriate images or sites on the internet, TV, or at the movie theater.
4. Will refrain from any non-professional relationships with students.
5. Will maintain purity in their dating relationships and will refrain from premarital sexual relationships.
6. Will not involve themselves in homosexual behavior.
7. Will maintain a monogamous relationship with their spouse and will not involve themselves in any sexual activity outside of their marriage.
8. Will avoid cursing or language that is not God honoring.
9. Will dress in a manner that is modest and God Honoring in and out of school.
10. Will not live with a person of the opposite sex that is not their spouse.

**Practices and Performances:**

The FBA Employee:

1. Will deal considerately and justly with each student, resolve problems, including discipline according to law and school property.
2. Will not intentionally expose students to disparagement.
3. Will make a constructive effort to protect students from conduct detrimental to learning, health, or safety.
4. Will assume the responsibility and accountability for their classroom/office and continually strive to demonstrate competence.
5. Will endeavor to maintain the dignity of the profession by respecting and obeying the law, and be demonstrating personal integrity in all of their actions.
6. Will adhere to the terms of their employment and maintain all appropriate licenses or certificates.
7. Will continue professional growth and improvement.
8. Will maintain sound mental health, physical stamina, and prudence necessary to perform their duties.
9. Will abide by and comply with all school policies and regulations.
10. Will represent First Baptist Academy in a professional manner, never to make disparaging remarks about the institution or colleagues.

**Spiritual:**

The FBA Employee:

1. Will be a born-again Christian.
2. Will maintain a personal relationship with Christ that is reflected in their daily walk.
3. Will attend faithfully a local church whose doctrinal convictions align with those of First Baptist Academy.
4. Will maintain a personal devotional time and commit to personal growth in Christ.
5. Will give evidence of the gift of teaching and service.
6. Will commit to pray for their students, parents, and colleagues.
7. Will give evidence of an ability to handle the Word of God.
8. Will be able to lead a child to saving knowledge in Jesus Christ.
9. Will agree with and support the school's statement of faith.
10. Will show evidence of their love for the body of Christ through unity of spirit and encouragement.

***State Statute Regarding Employer Immunity From Liability***

Liability Protections Any person, official, or institution participating in good faith in any act authorized or required by law, or reporting in good faith any instance of child abuse, abandonment, or neglect to the department or any law enforcement agency, shall be immune from any civil or criminal liability which might otherwise result by reason of such action. (F.S. 39.203) An employer who discloses information about a former or current employee to a prospective employer of the former or current employee upon request of the prospective employer or of the former or current employee is immune from civil liability for such disclosure or its consequences unless it is shown by clear and convincing evidence that the information disclosed by the former or current employer was knowingly false or violated any civil right of the former or current employee protected under F.S. Chapter 760. (F.S. 768.095).

This “Code of Ethics” has been developed by and for First Baptist Academy as a guideline for professional behavior and actions. It certainly is not complete. The Bible serves as our ultimate rule for practice and daily living. I have read, received training, understand and agree to abide by the FBA “Code of Ethics”.

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