

Licking Heights Local School District

Bylaws & Policies

4213 - STUDENT SUPERVISION AND WELFARE

~~Support-Classified~~ staff members shall maintain a standard of care for the supervision, control and protection of students commensurate with assigned duties and responsibilities and are expected to establish and maintain professional staff/student boundaries that are consistent with their legal, professional and ethical duty of care for students.

The Superintendent shall maintain and enforce the following standards:

- A. Each ~~support-classified~~ staff member shall report immediately to a building administrator any accident, safety hazard, or other potentially harmful condition or situation s/he detects.
- B. Each ~~support-classified~~ staff member shall immediately report to a building administrator any knowledge of threats of violence by students.
- C. A ~~support-classified~~ staff member shall not send students on any personal errands.
- D. A ~~support-classified~~ staff member shall not associate or fraternize with students at any time in a manner that may give the appearance of impropriety, including, but not limited to, the creation or participation in any situation or activity that could be considered abusive or sexually suggestive or involve harmful substances such as illegal drugs, alcohol or tobacco. Any sexual or other inappropriate conduct with a student by any staff member will subject the offender to potential criminal prosecution and disciplinary action by the Board up to and including termination of employment.
- E. A ~~support-classified~~ staff member shall not transport students in a private vehicle without the approval of a building administrator.
- F. A student shall not be required to perform work or services that may be detrimental to his/her health.
- G. If a student approaches a ~~support-classified~~ staff member to seek advice or to ask questions regarding a personal problem related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, etc., the ~~support-classified~~ staff member may attempt to assist the student by facilitating contact with certified or licensed individuals in the District or community who specialize in the assessment, diagnosis, and treatment of the student's stated problem. However, under no circumstances should a ~~support-classified~~ staff member attempt, unless properly licensed and authorized to do so, to counsel, assess, diagnose, or treat the student's problem or behavior, nor should such ~~support-classified~~ staff member inappropriately disclose personally identifiable information concerning the student to third persons not specifically authorized by law.
- H. ~~Support-Classified~~ staff members shall not engage students in electronic communication via email, texting, social media and/or online networking media, ~~such as Facebook, Twitter, YouTube, MySpace, Skype, blogs, etc.~~, at any time unless such communication has been specifically authorized by the student's principal.
- I. ~~Support-Classified~~ staff members are prohibited from electronically transmitting any personally identifiable image of a student(s), including video, photographs, streaming video, etc. via email,

texting, social media and/or online networking media, ~~such as Facebook, Twitter, YouTube, MySpace, Skype, blogs, etc.~~

Since most information concerning a child in school, other than directory information described in Policy [8330](#), is confidential under Federal and State law, any staff member who shares confidential information with another person not authorized to receive the information may be subject to discipline and/or civil liability. This includes, but is not limited to, information concerning assessments, grades, behavior, family background, and alleged child abuse.

Pursuant to the laws of the State and Board Policy [8462](#), each ~~support-classified~~ staff member shall report to the proper legal authorities, immediately, any sign of suspected child abuse or neglect.

R.C. 2907.03

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Revised 11/17/03
Revised 5/17/11

[Revised \(DATE\)](#)