

## CODE OF PROFESSIONAL CONDUCT FOR SCHOOL EMPLOYEES

Pursuant to Illinois' Faith's Law requirements, St. John adopts this Code of Professional Conduct for School Employees. The provisions below are contained in existing policies and rules for St. John employees, but are restated as a Code of Conduct for School Employees to comply with the law.

### I. Educator Code of Conduct

Pursuant to recent Illinois law, St. John adopts the relevant portions of the Illinois Educator Code of Ethics:

**Principle 1: Responsibility to Students.** Educators are committed to creating, promoting, and implementing a learning environment that enables students to achieve their highest academic potential, and to succeed as a responsible member of society. They are committed to embodying standards of professionalism in the learning environment; respecting the inherent dignity and worth of each student by assuring that the learning environment is characterized by respect for each student; maintaining a professional relationship with students at all times; providing a curriculum based on high expectations for students; and fostering in each student the development of attributes that will enhance skills and knowledge necessary to be a contributing member of society.

**Principle 2: Responsibility to Self.** Educators are committed to establishing high professional standards and striving to meet these standards through their performance. They are committed to assuming responsibility and accountability for their performance and striving to demonstrate proficiency and currency in both content knowledge and professional practice; developing and implementing personal and professional goals with attention to professional standards through a process of self-assessment and professional development; representing their professional credentials and qualifications accurately; and using sound professional judgment.

**Principle 3: Responsibility to Colleagues and the Profession.** Educators are committed to collaborating with colleagues and other professionals in the interest of student learning and to meet state educational standards; working together to create a respectful, professional and supportive school climate for educators to maintain their individual professional integrity; seeking out and engaging in activities that contribute to the ongoing development of the profession; encouraging promising candidates to enter the education profession; and supporting the preparation, induction, mentoring and professional development of educators.

**Principle 4: Responsibility to School Parents and Families.** Educators are committed to collaborating, striving to build trust, and respecting confidentiality with school parents and families striving to develop and maintain professional relationships with school parents and families; and promoting collaboration and supporting student learning through communication with parents and families.

**Principle 5: Responsibility to the ISBE.** Educators are committed to supporting Administrative and School Codes, state and federal laws and regulations, and the Illinois State Board of Education's standards for highly qualified educators, as they apply to St. John School. They are committed to providing accurate communication to the Illinois State Board of Education concerning all certification matters; maintaining appropriate certification for employment; and complying with the state and federal codes, laws, and regulations, that apply to St. John School.

## **II. Sexual misconduct**

Our *St. John Safe Child Policy: For the Prevention and Reporting of Child Abuse*, prohibits child and sexual abuse of minors by all those who serve our children, whether called workers, employees, or volunteers. Pursuant to Faith's Law, St. John has amended its Safe Child Policy to add additional definition of acts constituting sexual abuse of a minor:

Sexual misconduct, defined by Faith's Law as any verbal, nonverbal, written, or electronic communication or physical activity directed toward or with a minor for the purpose of establishing a romantic or sexual relationship with the minor, including but not limited to a sexual or romantic invitation; dating or soliciting a date; engaging in sexualized or romantic dialog; making sexually suggestive comments that are directed toward or with a minor; self-disclosure or physical exposure of a sexual, romantic, or erotic nature; and/or a sexual, indecent, romantic, or erotic contact with the minor (Illinois' Faith's Law, Public Act 102-0676, (105 ILCS 5/22-85.5).

Grooming behavior, defined by Faith's Law and the Illinois Criminal Code as knowingly using a computer online service, internet service, local bulletin board service, or any other device capable of electronic data storage or transmission, or performs an act in person or by conduct through a third party, or uses written communication to seduce, solicit, lure, or entice, or attempt to seduce, solicit, lure, or entice, a child, or another person believed by the person to be a child, to commit any sex offense as defined in Section 2 of the Sex Offender Registration Act, to distribute photographs depicting the sex organs of the child, or to otherwise engage in any unlawful sexual conduct with a child or with another person believed by the person to be a child.

## **III. Expectations of School Employees**

As stated in our St. John Safe Child Program, school employees are expected to maintain professional relationships and boundaries, recognizing the age and the developmental levels of the students with whom they interact.

These expectations are set forth in more detail in the following:  
St. John Safe Child Program

## **IV. School employees are mandated reporters**

As stated in our St. John Safe Child Program, all St. John School employees shall report suspected child abuse and suspected child neglect to the Illinois Department of Children and Family Services.

Pursuant to the Illinois Abused and Neglected Child Reporting Act, (325 ILCS 5/4), school employees are required to make a report suspected child abuse and suspected child neglect to the Illinois Department of Children and Family Services by calling the hotline number at 1-800-25-ABUSE (1-800-252-2873) whenever the employee has reasonable cause to believe that a child known to the employee in the employee's professional or official capacity may be abused or neglected.

This requirement is contained in the following:

St. John Safe Child Program;

Illinois DCFS Acknowledgement of Mandated Reporter Status form;

and the following training:

Illinois DCFS's Recognizing and Reporting Child Abuse: Training for Mandated Reporters

#### **V. Employee training related to child abuse and educator ethics**

St. John requires its employees be trained bi-annually in their obligations as mandated reporters and in the St. John Safe Child Program.

#### **TRANSPORTING A STUDENT**

- All St. John Safe Child policies must be followed
- Only with approval by the Administration
- Only with a signed permission slip from a parent or guardian
- In an emergency situation

#### **TAKING OR POSSESSING A PHOTO OR VIDEO OF A STUDENT**

Taking and using photos/videos of students for educational purposes, with student and parent/guardian consent, while abiding by student records laws, policies, and procedures.

#### **MEETING WITH A STUDENT OR CONTACTING A STUDENT OUTSIDE OF THE EMPLOYEE'S OR AGENT'S PROFESSIONAL ROLE**

- Inviting students who need additional instructional support to your classroom for such additional support.
- Conducting one-on-one student conference in a classroom with the door open
- Meeting with a student off campus with parent/guardian knowledge and/or permission, e.g., when providing prearranged tutoring or coaching services.
- Limiting communication to what is necessary for educational and/or extracurricular activities.
- Using St. John-approved methods for communicating with students.
- Google Classroom or the Remind App should be used for communication between students and teachers.

#### **EDUCATORS ARE MANDATED REPORTERS**

School personnel (including administrators) are Mandated Reporters. Child abuse is the mistreatment of a child under the age of 18 by:

- A parent or their romantic partner.
- An immediate relative or someone living in their home.
- A caretaker such as a babysitter or daycare worker.
- Any person responsible for the child's welfare, such as a health care provider, educator, coach or youth program volunteer.

The mistreatment can either result in injury or put the child at serious risk of injury. Child abuse can be physical (i.e. bruises or broken bones), sexual (i.e. fondling or incest) or mental (emotional injury or psychological illness).

Neglect is the failure of a parent or caretaker to meet “minimal parenting” standards for providing adequate supervision, food, clothing, medical care, shelter or other basic needs.

Completion of Illinois Department of Child & Family Services Acknowledgement of Mandated Reporter Status form upon employment.