

## **Standards of Ethical Conduct Trinity Episcopal School**

(Adapted from the Code of Ethics of the Education Profession in Florida and Principles of Professional Conduct for the Education Profession in Florida)

1. Our school values the worth and dignity of every person, the pursuit of truth, devotion to excellence, acquisition of knowledge, and the nurture of democratic citizenship. Essential to the achievement of these standards are the freedom to learn and to teach and the guarantee of equal opportunity for all.
2. Our primary concern is the student and the development of the student's potential. Employees will therefore strive for professional growth and will seek to exercise the best professional judgment and integrity.
3. Concern for the student requires that our instructional personnel:
  - a. Shall make reasonable effort to protect the student from conditions harmful to learning and/or to the student's mental and/or physical health and/or safety.
  - b. Shall not unreasonably restrain a student from independent action in pursuit of learning.
  - c. Shall not unreasonably deny a student access to diverse points of view.
  - d. Shall not intentionally suppress or distort subject matter relevant to a student's academic program.
  - e. Shall not intentionally expose a student to unnecessary embarrassment or disparagement.
  - f. Shall not intentionally violate or deny a student's legal rights.
  - g. Shall not harass or discriminate against any student on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition, or social and family background and shall make reasonable effort to assure that each student is protected from harassment or discrimination.
  - h. Shall not exploit a relationship with a student for personal gain or advantage.
  - i. Shall keep in confidence personally identifiable information obtained in the course of professional service, unless disclosure serves professional purposes or is required by law.
4. Aware of the importance of maintaining the respect and confidence of colleagues, of students, of parents, and of the community, employees of our school must display the highest degree of ethical conduct. This commitment requires that our employees:
  - a. Shall maintain honesty in all professional dealings.
  - b. Shall not on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition if otherwise qualified, or social and family background deny to a colleague professional benefits or advantages or participation in any professional organization.
  - c. Shall not interfere with a colleague's exercise of political or civil rights and responsibilities.
  - d. Shall not engage in harassment or discriminatory conduct which unreasonably interferes with an individual's performance of professional or work responsibilities or with the orderly processes of education or which creates a hostile, intimidating, abusive, offensive, or oppressive environment; and, further, shall make reasonable effort to assure that each individual is protected from such harassment or discrimination.
  - e. Shall not make malicious or intentionally false statements about a colleague.

**Training Requirement** All instructional personnel, educational support employees, and administrators are required as a condition of employment to complete training on these standards of ethical conduct.

**Reporting Misconduct by Instructional Personnel and Administrators** All instructional personnel, educational support employees, and school administrators have an obligation to report misconduct by instructional personnel, educational support employees, 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 Head of School. Reports of misconduct committed by administrators should be made to Head of School and/or Church Rector.

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 in the school office and on our Web site at [TrinityVero.org/School](http://TrinityVero.org/School).

**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/>.

**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.

**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)

# Reporting Educator Misconduct



Failure to report misconduct may result in penalties up to termination of employment and revocation of an educator's certificate

## Report to:

(your school or district contact information below)

**Name:** Dr. Anthony Baron

**Title:** Head of School

**Phone:** 772-567-1146

All employees and agents of a public school district, charter school or private school have an obligation and legal responsibility to report misconduct by instructional personnel and school administrators which affects the health, safety or welfare of a student

- **Obscene language**
- **Drug and alcohol use**
- **Disparaging comments**
- **Prejudice or bigotry**
- **Sexual innuendo**
- **Cheating or testing violation**
- **Physical aggression**
- **Accept or offer favors**

**If someone tells you about misconduct, be a LEADER:**

**Listen**

**Evaluate**

**Act immediately**

**Document**

**Encourage**

**Report**

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# REPORTING CHILD ABUSE IS EVERYONE'S RESPONSIBILITY



Every year in Florida, thousands of children are subjected to child abuse, which can take the form of physical or sexual abuse, neglect, abandonment or mental injury. Too many continue to suffer because the abuse is never reported. Under Florida law, anyone who suspects a child may be abused or neglected has a responsibility to report it.

## ***Signs that a child may be a victim of child abuse:***

- Unusual fearfulness
- Lack of hygiene or inappropriate dress
- Delayed emotional, intellectual or language development
- Frequent injuries
- Feeding disorders
- Rocking, self-inflicted pain
- Sleep disorders, bed-wetting
- Lack of eye contact, poor socialization
- Acting out in school
- Unexplained scars or bruises
- Malnutrition
- Many school absences

CALL 911 FOR EMERGENCIES

**TO REPORT  
ABUSE:**

*Phone: 1.800.962.2873*

*Fax: 1.800.914.0004*

*Online: [floridaabusehotline.gov](http://floridaabusehotline.gov)*

# REPORTANDO ABUSO INFANTIL ES La Responsabilidad De Todos



Todos los niños merecen vivir en un ambiente seguro y sano donde ellos puedan desarrollarse bien. Si usted sospecha abuso físico o sexual, negligencia, abandono, o daño mental, reporte lo inmediatamente por teléfono, fax, o en el sitio web. La ley del estado de la Florida requiere que todo quien sospecha de abuso o negligencia por un cuidador de un niño en casa, escuela, o en otros lados, tiene la responsabilidad de reportarlo.

## ***Señales que un niño tal vez sea víctima de abuso infantil:***

- Miedo inusual
- Falta de higiene o vestuario inapropiado
- Retraso emocional, intelectual o de desarrollo de lenguaje
- Lesiones frecuentes
- Desorden alimentarios
- Balanceo, daño a sí mismo
- Desordenes de sueño, mojar la cama
- Falta de contacto visual, falta de socialización
- Mal comportamiento en la escuela
- Cicatrices o moretones sin explicación
- Desnutrición
- Muchas faltas a la escuela

LLAMÉ AL 911 PARA EMERGENCIAS

**PARA REPORTA  
ABUSO:**

*Teléfono: 1.800.962.2873*

*Fax: 1.800.914.0004*

*Sitio web: [floridaabusehotline.gov](http://floridaabusehotline.gov)*



Trinity Episcopal School employs highly qualified and talented educators. Our teachers come to us with a wealth of knowledge and a breadth of experience that helps provide outstanding an outstanding educational environment. Trinity Episcopal School also complies with necessary laws required to employ an educator at a private school in Florida. Listed below are the academic credentials of our Faculty:

**Head of School** – Dr. Anthony Baron

Master of Arts - Educational Leadership, University of Central Florida  
Doctor of Musical Arts – Performance and Literature, Eastman School of Music  
Master of Music – Performance and Literature, Eastman School of Music  
Bachelor of Music – Piano and Voice Performance

**Kindergarten** – Mrs. Margaret Kulczycki

Bachelor of Arts - Elementary-Early Childhood Education, University of South Florida  
Master of Arts - Guidance, University of South Florida

**First Grade** – Mrs. Michele Scales

Bachelor of Science – Elementary Education, University of Pittsburgh

**Second Grade**- Mrs. Paula Given

Bachelor of Arts in Education – Elementary Education, University of North Florida

**Third Grade** – Mrs. Anita Meadows

Bachelor of Arts in Education – Elementary, McNeese State University

**Fourth Grade** – Mrs. Allison Whipple

Bachelor of Science – Elementary Education, University of Central Florida

**Art** – Mrs. Katherine Hutton

Bachelor of Fine Arts – Art Education, Texas Christian University

**Music** – Mrs. Darlene Rodgers

Bachelor of Science – Sacred Music, Toccoa Falls Bible College  
Master of Science – Mental Retardation, Nova Southeastern University

**Physical Education** – Mrs. Sheila Hunter

Bachelor of Science – Travel Industry Management, University of Hawaii