

## **Standards of Ethical Conduct Grace Leadership Preparatory Institute**

Grace Leadership Preparatory (GLPI) values the worth and dignity of every person, pursuit of truth, devotion to excellence, acquisition of knowledge, and 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.

At Grace Leadership Preparatory our primary goal 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.

### **Reporting Misconduct Procedures and Policy**

#### **Reporting Professional Misconduct**

All employees and administrators have an obligation to report misconduct by instructional personnel and school administrators, which affects the health, safety and 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 the School Administrator & COO Ms. Denese Simpson & Stephan Benson in Fort Lauderdale and School Business Administrator Dr. Nekeisha Bascombe in Miami Gardens.
- Reports of misconduct committed by administrators should be made to the Director: Ms. Chantale Milord.

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 main office and on our Web site at [www.graceleadershipprep.org](http://www.graceleadershipprep.org).

#### **Liability Protections**

1. \_\_\_\_\_ F.S. 39.203 (1) (a): "Any person...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".
2. \_\_\_\_\_ An employer who disclose information about a former or current employee to a prospective employer of the former or current employee upon request of the prospective employer of the current or former employees is immune from civil liability for such disclosure or its consequence 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)

As consideration of employment of all employees must complete training, I acknowledge that I have read, understand and completed training in **Standards of Ethical Conduct, Reporting Misconduct, and Liability Protections**. I agree to follow the **Standards of Ethical Conduct, Reporting Misconduct, and Liability Protection** at all times.



**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.



### Child Abuse & Neglect Reporting Requirements

All child care personnel are mandated by law to report their suspicions of child abuse, neglect, or abandonment to the Florida Abuse Hotline in accordance with s. 39.201 of the Florida Statutes (F.S.).

\* Child care personnel must be alert to the physical and behavioral indicators of child abuse and neglect. "Child Abuse or Neglect" is defined in s. 39.201, F.S., as "harm or threatened harm" to a child's health (mental or physical) or welfare by the acts or omissions by a parent, adult household member, other person responsible for the child's welfare, or for purposes of reporting requirements by any person.

**Categories include:**

- Physical Abuse or Neglect (i.e. unexplained bruises, hunger, lack of supervision...)
- Emotional Abuse or Neglect (i.e. impairment in the ability to function, depression...)
- Sexual Abuse (i.e. withdrawal, excessive crying, physical symptoms...)

\* Reports must be made immediately to the Florida Abuse Hotline Information System by  
- Telephone at 1-800-96-ABUSE (1-800-962-2873), or  
- Fax at 1-800-914-0004, or  
- Online at <http://www.dcf.state.fl.us/abuse/report/>.

\* Failure to perform duties of a mandatory reporter pursuant to s. 39.201, F.S. constitutes a violation of the standards in ss. 402.301-319, F.S. and is a felony of the third degree. **Remember**, it is each child care personnel's responsibility to report suspected abuse and/or neglect.

\* All reports are confidential. However, persons who are mandated reporters (child care personnel) are required to give their name when making a report.

\* It is important to give as much identifying and factual information as possible when making a report.

\* Any person, when acting in good faith, is immune from liability in accordance with s. 39.203(1)(a), F.S.

\* For more information about child abuse and neglect, visit the Department's website at [www.myflorida.com/childcare](http://www.myflorida.com/childcare) and select "Training Requirements." The Department offers a 4-hour *Identifying and Reporting Child Abuse and Neglect* course for child care providers. This course is an overview of the various types of abuse and neglect, indicators that may be observed, the legal responsibility of mandatory reporters, and the proper procedure for reporting abuse and neglect, as required by ss. 402.305(2) and 402.313(1), F.S. The course is offered both online and instructor-based throughout Florida.

This statement is to verify that on \_\_\_\_\_, 20\_\_\_\_, I, \_\_\_\_\_  
Date Print Name of Employee

Read and understood the information and my mandated reporting requirements.

\_\_\_\_\_  
Signature of Employee (for facility or large family child care home)

\_\_\_\_\_  
Signature of Operator

CF-FSP 5337, October 2012 [65C-22.006(4)(c) & 65C-20.008(5), F.A.C.

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