

Maintaining Professional Staff /Student Boundaries

The purpose of this procedure is to provide all staff, students, volunteers and community members with information to increase their awareness of their role in protecting children from inappropriate conduct by adults.

In a professional staff/student relationship, school employees maintain boundaries that are consistent with the legal and ethical duty of care that school personnel have for students.

A boundary invasion is an act or omission by a school employee that violates professional staff/student boundaries and has the potential to abuse the staff/student relationship.

An inappropriate boundary invasion means an act, omission, or pattern of such behavior by a school employee that does not have an educational purpose; and results in abuse of the staff/student professional relationship.

Unacceptable Conduct

Examples of inappropriate boundary invasions by staff members include, but are not limited to, the following:

- Any type of inappropriate physical contact with a student or any other conduct that might be considered harassment under the Board's policies on Sexual Harassment of Students Prohibited (Policy 3205), Prohibition of Harassment, Intimidation and Bullying (Policy 3207), Nondiscrimination (Policy 3210), Title IX of the Education Amendments of 1972 (Title IX), the Washington State Law Against Discrimination (Chapter 49.60 RCW), or that constitutes misconduct under RCW 28A.640 and .642 or WAC 181-88-060, or any conduct between staff and students that would constitute the staff member committing a violation of RCW Chapters 9A.44 or 9A.88;
- Showing pornography to a student;
- Singling out a particular student or students for personal attention and friendship beyond the professional staff-student relationship;
- Socializing where students are consuming alcohol, drugs or tobacco or providing alcohol, drugs, or tobacco to students;
- For non-guidance/counseling staff, encouraging students to confide their personal or family problems and/or relationships. If a student initiates such discussions, staff members are expected to refer the student to appropriate guidance/counseling staff. In either case, staff involvement should be limited to a direct connection to the student's school performance;
- Sending students on personal errands unrelated to any educational purpose;
- Banter, allusions, jokes or innuendos of a sexual nature with students;
- Disclosing personal, sexual, family, employment concerns, or other private matters to one or more students;
- Addressing students, or permitting students to address staff members with personalized terms of endearment, pet names, or otherwise in an overly familiar manner;
- Maintaining personal contact with a student outside of school by phone, email, text message, Instant Messenger or Internet chat rooms, social networking Web sites, or letters (that do not address homework or other legitimate school business), particularly if the parent/guardian is not copied on the communication.
- Exchanging personal gifts, cards or letters with an individual student;

- Socializing or spending time with students (including but not limited to activities such as going out for beverages, meals or movies, shopping, traveling, and recreational activities) outside of school-sponsored events, except as participants in organized community activities;
- Giving a student a ride alone in a vehicle in a non-emergency situation;
- Unnecessarily invading a student's privacy, (e.g. walking in on the student in the bathroom);
- Soliciting phone, email, text messages or other forms of written or electronic communication to students without building administrator/supervision and parent permission when the communication is unrelated to school work or other legitimate school business; and/or
- Any other conduct that fails to maintain professional staff/student boundaries.

Appearances of Impropriety

The following activities are boundary invasions and can create an actual impropriety or the appearance of impropriety. Whenever possible, staff should avoid these situations. If unavoidable these activities should be pre-approved by the appropriate administrator. If not pre-approved, the staff person must report the occurrence, to the appropriate administrator, as soon as possible.

- Being alone with an individual student out of the view of others;
- Inviting or allowing individual students to visit the staff member's home;
- Visiting a student's home;
- Social networking with students for non-educational purposes ; and/or
- Sending or soliciting email, text messages or other electronic communications to the student, even when the communication relates to school business, except when the parent or guardian and building administrator/supervisor has consented to such communications and receives a copy of the communication. Staff should use school email addresses and phone numbers and the parent/guardian phone numbers for communications with students, except in emergency situations.

Reporting Violations

Students and their parents/guardians are strongly encouraged to notify the building principal or the supervisor of the employee suspected of engaging in inappropriate conduct if they believe a teacher or other staff member may be engaging in conduct that violates this policy.

Staff members are required to promptly notify the building principal or the supervisor of the employee suspected of engaging in inappropriate conduct if they become aware of a situation that may constitute a violation of this policy.

The administrator to whom a boundary invasion concerns reported must document, in writing, the concern and provide a copy of the documentation to the Executive Director of Human Resources.

All school personnel who have reasonable cause to believe that a student has experienced abuse or neglect, or sexual or physical abuse by a staff member, volunteer, or agency personnel working in the school are required to make a report pursuant to Board Policy 3425, Procedure 3425-P, RCW 26.44 and RCW 28A.400.317.

Reporting Sexual Abuse

All professional school personnel who have reasonable cause to believe that a student has experienced sexual abuse by a staff member, volunteer, or agency personnel working in the school are required to make a report to Child Protective Services or law enforcement pursuant to board policy and procedure 3425 Child Abuse and Chapter 26.44 RCW. Reporting suspected abuse to the building principal or supervisor does not relieve professional school personnel from their reporting responsibilities and timelines.

Disciplinary Action

Staff violations of this policy may result in disciplinary action up to and including dismissal. The violation will also be reported to the state Office of Professional Practices. Violations involving sexual or other abuse will also result in referral to Child Protective Services and/or law enforcement in accordance with the board's policy on Reporting Child Abuse and Neglect.

Training

All new employees and volunteers will receive training on appropriate staff /student boundaries within three months of employment. Continuing employees will receive training every three years.

Dissemination of Policy and Reporting Protocols

This policy and procedure shall be included on the district Web site and in all employee, student and volunteer handbooks.

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