

# STANDARDS OF ETHICAL CONDUCT

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## CORAL PARK CHRISTIAN ACADEMY

Our school will emphasize the worth and dignity of every person, God's eternal values, the pursuit of truth, devotion to excellence, and the acquisition of knowledge.

Essential to the achievement of these standards is a quality, structured Christian education as well as a nurturing, stimulating learning environment that allows every person to grow academically, socially, and spiritually.

Our primary goal and objective is the will of our heavenly Father and partnering with parents for the development of children in our school to enhance their personality, self-image, and motivation to learn. Employees will apply their creativity and knowledge of child development to help children attain these goals and objectives and the self-correcting characteristics of each exercise, combined with the fact that the child has been prepared for each new step, will lead to further successful experiences. Employees will, therefore, strive for spiritual and professional growth and will seek to exercise the best professional judgment and integrity, nurturing a solid relationship with parents through open lines of consistent communication.

### **Principles of Professional Conduct for Teachers & Administrators**

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- 1. *The following disciplinary rule shall constitute the Principles of Professional Conduct for Coral Park Christian Academy.***
- 2. *Violation of any of these principles shall subject the individual to revocation or suspension of the individual educator's contract or other penalties.***
- 3. *Obligation to the student requires that the individual:***
  - a. Shall make reasonable effort to protect the student from conditions harmful to learning and/or to the student's spiritual, 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 bringing the spiritual maturity of godly leadership into our classroom and creating an environment where the Word of the Lord is heard and obeyed.
  - 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. Teachers will not openly discredit or disparage parents.
  - 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, gender, age, national or ethnic origin, political beliefs, 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 or parent for personal gain or advantage.

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- i. Shall keep in confidence personally identifiable information obtained in the course of professional service, unless disclosure serves professional purposes, is required for the safety and well-being of a student/family, or is required by law.

#### **4. *Obligation to the public requires that the individual:***

- a. Shall take reasonable precautions to distinguish between personal views and those of CPCA.
- b. Shall not intentionally distort or misrepresent facts concerning an educational matter in direct or indirect public expression.
- c. Shall not use institutional privileges for personal gain or advantage.
- d. Shall accept no gratuity, gift, or favor that might influence professional judgment.
- e. Shall offer no gratuity, gift, or favor to obtain special advantages.

#### **5. *Obligation to the profession of education requires that the individual:***

- a. Shall maintain honesty in all professional dealings.
- b. Shall not, on the basis of race, color, religion, gender, age, national or ethnic origin, political beliefs, 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.
- f. **TRAINING REQUIREMENT**: All employees, educational support, instructional personnel and administrators are required as a condition of employment to complete training on these standards of ethical conduct.
- g. Shall not use coercive means or promise special treatment to influence professional judgments of colleagues.
- h. Shall not misrepresent one's own professional qualifications.
- i. Shall not submit fraudulent information on any document in connection with professional activities.
- j. Shall not make any fraudulent statement or fail to disclose a material fact in one's own or another's application for a professional position.
- k. Shall not withhold information regarding a position from an applicant or misrepresent an assignment or conditions of employment.
- l. Shall provide, upon the request of the certified individual a written statement of specific reason for recommendations that lead to the denial of increments, significant changes in employment, or termination of employment.
- m. Shall not assist entry into or continuance in the profession of any person known to be unqualified in accordance with these principles of professional conduct for the education profession.

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- N. Shall self-report within forty-eight (48) hours to appropriate authorities any arrests/charges involving the abuse of a child or the sale and/or possession of a controlled substance. Such notice shall not be considered an admission of guilt nor shall such notice be admissible for any purpose in any proceeding, civil or criminal, administrative or judicial, investigatory or adjudicatory. In addition, shall self-report any conviction, finding of guilt, withholding of adjudication, commitment to a pretrial diversion program, or entering of a plea of guilty or Nolo Contendere for any criminal offense other than a minor traffic violation within forty-eight (48) hours after the final judgment. When handling sealed and expunged records disclosed under this rule, our school shall comply with the confidentiality provisions of Sections 943.0585(4)(c) and 943.059(4)(c), Florida Statutes.
- O. Shall report to appropriate authorities any known allegation of a violation of the Florida School Code or State Board of Education Rules as defined in Section 1012.795(1), Florida Statutes.
- P. Shall seek no reprisal against any individual who has reported any allegation of a violation of the Florida School Code.
- Q. Shall remain physically, emotionally, socially and spiritually pure with the highest regard for the Will of God as it pertains to every aspect of their lives.

### **Reporting Misconduct by Instructional Personnel and Administrators**

1. All employees, educational support instructional personnel and administrators of Coral Park Christian Academy have the obligation to report misconduct by instructional personnel 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.
2. Confidentiality agreements with teachers or administrators who are dismissed, terminated, or resign are strictly prohibited.
3. 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 to be posted on bulletin board, front office, break room, most frequented areas, must be also posted at the school site, on the school website at [www.coralparkchristianacadem.org](http://www.coralparkchristianacadem.org).

Use the direct link to post:

<https://coralparkchristianacademy.org/wp-content/uploads/2024/02/EducMiscondReportLandscape-Updated.pdf>

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**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)

Reports of misconduct of employees should be made to:

**Administrator Name: Mrs. Damaris M. Labrada**

Coral Park Christian Academy, Principal  
(305) 559-9409 ext. 218

[dlabrada@coralparkchristian.org](mailto:dlabrada@coralparkchristian.org)

[www.coralparkchristianacademy.org](http://www.coralparkchristianacademy.org)

Reports of misconduct committed by administrators should be made to:

**Pastor Carlos Tellez**

First Baptist Church of Coral Park  
Coral Park Christian Academy Board Chairman

**admin@coralpark.org**

(305) 559-0241