



Principles of Professional Conduct for Educational Support Staff



- Obligations to the Student
- Obligations to the Profession
- Obligations to the Public
- The Code of Ethics of the Education Profession
- Applying the Principles

Obligations to the Student:

- (a) Shall make reasonable effort to protect student from the conditions harmful to learning and/or 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 violate or deny a student's legal rights.
- (f) Shall not intentionally violate or deny a student's legal rights.

Obligations to the Student:

- (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, sexual orientation, 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.

Obligation to the Public

- (a) Shall take reasonable precautions to distinguish between personal views and those of any educational institution or organization with which the individual is affiliated.
- (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 judgement.
- (e) Shall offer no gratuity, gift or favor to obtain special privileges.

Obligation to the Profession

- (a) Shall maintain honesty in all professional dealings.
- (b) Shall not on the basis 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.

Obligation to the Profession

- (e) Shall not make malicious or intentionally false statements about a colleague.
- (f) Shall not use coercive means or promise special treatment to influence professional judgement of colleagues.
- (g) Shall not misrepresent one's own professional qualifications.
- (h) Shall not submit fraudulent information on any document in connection with professional activities.
- (i) 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.
- (j) Shall not withhold information regarding a position for an applicant or misrepresent an assignment or conditions of employment.

Obligation to the Profession

(k) Shall provide upon the request of the certificated individual, a written statement of specific reason for recommendations that lead to the denial of increments, significant changes in employment, or termination of employment.

(l) 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 of the Education Profession in Florida and other applicable Florida Statutes and State Board of Education Rules.

(m) Shall self-report within 48 hours to appropriate authorities (as determined by district) 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.

Obligation to the Profession

(m) Cont. In addition, shall self-report any conviction, finding of guilt, withholding of adjudication, commitment to a pretrial diversion program, or entering a plea of guilty or Nolo Contendere for any criminal offense other than a minor traffic violation within 48 hours after the final judgement. When handling sealed and expunged records disclosed under this rule, school districts shall comply with the confidentiality provisions of Sections 943.0585(4)(c) and 943.059(4)(c), Florida Statutes.

(n) Shall report to appropriate authorities and know allegation of a violation of the Florida School Code or State Board of Education Rules as defined in Section 1012.795(1), Florida Statutes.

Obligation to the Profession

(o) Shall seek no reprisal against any individual who has reported any 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 comply with the conditions of an order of the Education Practices Commission.

(q) Shall, as the supervising administrator, cooperate with the Education Practices Commission in monitoring the probation of a subordinate.

The Code of Ethics of the Education Profession in Florida

- 1) The Educator 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) The educator's primary professional concern will always be for the student and for the development of the student's potential. The education will therefore strive for professional growth and will seek to exercise the best professional judgement and integrity.
- 3) Aware of the Importance of maintaining the respect and confidence of one's colleagues, of students, of parents, and of other members of the community, the educator strives to achieve and sustain the highest degree of ethical conduct.

Principles in Action

Obligation to the Profession

Ms. Brown, a custodian, reports to the lead custodian that Mr. Smith is lazy and she has to finish his work. She also reports that he leaves early all the time. The lead custodian speaks with Mr. Smith and he denies this. The lead custodian researches the claims and he finds this information to be false. Mr. Smith also tells the lead custodian that Ms. Brown doesn't like him because he enjoys to talk football and is a huge Gators fan. He also states Ms. Brown is a Seminoles and alumni.

Which obligation is Ms. Brown failing to follow?

Principles in Action

Obligation to the Public

Ms. Williams, a bus driver who is also an excellent baker, made the route coordinator and supervisor delicious cupcakes. She really wants a different route and mentions this as she delivers the cupcakes to them.

Which obligation is Ms. Williams failing to follow?

Which obligation could the Route Coordinator and Supervisor potentially fail to follow?

Principles in Action

Obligation to the Student

Holly, a parapro 1 on 1, lets the entire class know her student wet his pants. The other students start to tease him and she laughs along.

Which Obligation is she failing to follow?

Principles in Action

Obligation to the Profession

Mr. Williams failed to report he was convicted of a DUI on Thursday.
Today is Wednesday.

Which Obligation did Mr. Williams fail to follow?

Principles in Action

Code of Ethics

Ms. Carter, a classroom assistant, has to prepare assignments for one student who has vision problems. She always has to take extra time and steps for this one student. Friday afternoon she tells Ms. Mack, the classroom teacher, that she doesn't like this student and thinks the student should be in a special classroom. She states the student is always struggling and needs more help than others. Ms. Carter thinks she should not have to do this extra work.

Which obligation does this fail to follow?

Thank you for the discussion with this information. If you have questions you should speak with your supervisor first. You may also reach out to the Equity department for further information and questions.

