



Book	Policy Manual
Section	FOR BOARD REVIEW
Title	Copy of STUDENT SUPERVISION AND WELFARE
Code	po1213
Status	
Adopted	April 25, 2011
Last Revised	October 1, 2018

1213 - STUDENT SUPERVISION AND WELFARE

Administrators, ~~because of their proximity to students,~~ are frequently confronted with situations which, if handled incorrectly, could result in liability to the District and personal liability to the administrator. It is the intent of the Board to direct the preparation of guidelines that would minimize that possibility.

An administrator, who is found to have had sexual contact with any a student, ~~including a student age sixteen (16) or older,~~ shall be referred to the proper authorities and be subject to discipline up to and including discharge.

This policy action should not be construed as affecting any obligations on the part of staff to report suspected child abuse under Wis. Stats. 48.981 and Policy 8462.

~~Each It is the responsibility of the~~ District Administrator shall to maintain ~~the following a~~ standards of care for the supervision, control, and protection of students commensurate with his/her assigned duties and responsibilities which include, but are not limited to the following:

- A. ~~Each administrator shall maintain a standard of care for supervision, control, and protection of students commensurate with assigned duties and responsibilities.~~ An administrator shall report immediately any accident or safety hazard about which s/he is informed or detects to his/her supervisor as well as to other authorities or District staff members as may be required by established policies and procedures.
- B. ~~An administrator should not volunteer to assume responsibility for duties s/he cannot reasonably perform. Such assumption carries the same responsibilities as assigned duties.~~ An administrator shall report unsafe, potentially harmful, dangerous, violent or criminal activities, or threat of these activities by students to the District Administrator and local public safety agencies and/or school officials in accordance with Policy 8420 - School Safety and Emergency Preparedness.
- C. An administrator should not volunteer to assume responsibility for duties s/he cannot reasonably perform. Such assumption carries the same responsibilities as assigned duties.
- D. Each administrator shall immediately report to the principal any accident or safety hazard s/he detects.
- E. Each administrator shall immediately report to the principal any knowledge of threats of violence by students.
- F. An administrator shall not send students on any personal errands.
- G. An administrator shall not associate with students at any time in a manner which gives the appearance of impropriety, including, but not limited to, the creation or participation in any situation or activity which could be considered abusive or sexually suggestive or involve illegal substances such as tobacco, alcohol, or drugs. Any sexual or other inappropriate conduct with a student by any staff member will subject the offender to potential criminal liability and discipline up to and including termination of employment.

This provision should not be construed as precluding a administrative staff member from associating with students in private for legitimate or proper reasons.

- H. ~~If a student comes to an administrator to seek advice or to ask questions regarding a personal problem related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, the administrator may help the student make contact with certified or licensed individuals in the District or community who specialize in the assessment, diagnosis, and treatment of the student's problem. Under no circumstances should an administrator attempt, unless properly licensed and authorized to do so, to counsel, assess, diagnose, or treat the student's problem or behavior. An administrator shall not disclose personally identifiable information about a student to third parties unless specifically authorized by law or the student's parent(s) to do so.~~
- I. An administrator, other than the District Administrator, shall not transport students for school-related activities in a private vehicle without the approval of his/her immediate supervisor and consistent with the provisions of Policy 8660. This does not apply to any student who is the administrator's family member ~~the principal.~~
- J. A student shall not be required to perform work or services that may be detrimental to his/her health.
- K. Administrators are discouraged from engaging students in social media and online networking media, except for appropriate academic, extra-curricular, and/or professional uses only.
- L. Administrators are expressly prohibited from posting any video or comment pertaining to any student on social networking media or similar forums unless permission has been given by way of a signed Media Release form.

Since most ~~Most~~ information concerning a child in school, other than directory information described in Policy 8330 - Student Records, is a confidential student record under Federal and State laws, any administrator who shares confidential information with another person not authorized to receive the information may be subject to discipline and/or civil liability. This includes, but is not limited to, information concerning assessments, grades, behavior, family background, and alleged child abuse ~~(see Policy 8330).~~

Pursuant to the laws of the State and Board Policy 8462, each administrator shall report to the proper legal authorities immediately, any sign of suspected child abuse, abandonment, or neglect.

Revised 12/7/15
Revised ??/??/21

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Legal 48.981, 948, 948.095 Wis. Stats.