



Section: PROFESSIONAL EMPLOYEES
Title: RESPONSIBILITY OF STAFF FOR STUDENT WELFARE

Adopted: February 20, 1996

Revised: August 21, 2007

	435. RESPONSIBILITY OF STAFF FOR STUDENT WELFARE	
<p>1. Purpose</p> <p>2. Guidelines</p>	<p>The purpose of this policy is to establish guidelines whereby adequate consideration of student welfare is achieved.</p> <p>The Assistant Principal shall prepare and promulgate guidelines to ensure the maintenance of the following standards:</p> <ul style="list-style-type: none"> ▪ Each professional employee must maintain a standard of care and concern for supervision, control and protection of students commensurate with assigned duties and responsibilities. ▪ A professional employee should not voluntarily assume responsibility for duties she/he cannot reasonably perform. Such voluntary assumption carries the same responsibilities as assigned duties. ▪ A professional employee must provide proper instruction in the safety matters presented in assigned curriculum guides and follow and support the school safety plan. ▪ Each professional employee has the responsibility to immediately report to the Assistant Principal an accident or a safety hazard she/he detects. ▪ A teacher may not send students on any personal errands. ▪ A pupil shall not be required to perform work or services that may be detrimental to his/her health. <p>Teachers and other professional employees are responsible for the safety of pupils in their charge within the building and on school property. Each teacher must be in the classroom or at any other assigned station at all times or must make sure that another teacher is temporarily in charge. The following guidelines are provided to minimize the occurrence of situations in which staff members may incur liability for their acts with relation to students.</p> <ul style="list-style-type: none"> ▪ Never leave class unattended while pupils are in the room without making arrangements for supervision or coverage. ▪ Do not permit pupils to use equipment in the classroom which has not been approved for school use. 	

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	<ul style="list-style-type: none">▪ Do not permit use of machinery except for the instructional purpose it was provided.▪ Do not permit students to work in a shop, kitchen, or laboratory at other than the regularly scheduled period, and then, only under qualified supervision and in accordance with the prescribed safety procedures.▪ Report promptly unsafe equipment or conditions to immediate supervisor.▪ Do not permit pupils not enrolled in shop classes or laboratory classes to use power tools or other dangerous equipment.▪ Never permit equipment to be operated in an unsafe manner.▪ Do not allow pupils whose recognized physical or mental condition makes them especially prone to accident to use dangerous equipment.▪ Organize classroom materials and equipment so as to minimize danger or injury to pupils and to self.▪ In general, exercise good judgment when assigning tasks to students to prevent bodily harm and damage to property.▪ Ensure that proper safety gear is used wherever safety equipment is specified.	