



April 21, 2022

## **DUTY TO REPORT ALLEGED MISCONDUCT**

### **REPORTING ALLEGED MISCONDUCT BY INSTRUCTIONAL PERSONNEL AND ADMINISTRATORS**

All employees, educational support employees, and administrators have an 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, or accepting or offering favors. Reports of misconduct of employees should be made to school administrator, Ms. Margaret Franklin at 850-322-2860. Reports of misconduct committed by administrators should be made to vice president, Dr. Gallop Franklin, II at 850-445-2943. 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 posted on bulletin boards both in office and school lobby, as well as on our website: [http://franklinacademyinc.com/sitebuilder/docs/FA\\_STANDARD\\_policy.pdf](http://franklinacademyinc.com/sitebuilder/docs/FA_STANDARD_policy.pdf).

### **REPORTING CHILD ABUSE, ABANDONMENT OR NEGLECT**

School Instructors and Administrators have a duty to report alleged or suspected misconduct which affects the health, safety, or welfare of a student. If we see any abuse signs, we should report to 1-800-96-ABUSE or report online at: <http://www.dcf.state.fl.us/abuse/report>. See list below:

- Physical Abuse signs such as: cuts, bruises. Injuries, such as, broken bones, burns, other injuries.
- Sexual abuse such as: running away, torn clothes, pain, trouble walking, sexual transmitted disease, withdrawn, depressed.
- Neglect signs such as: unattended medical needs, poor hygiene, underweight, stealing food, tired, overly needy for attention.
- Mental abuse signs such as: anyone using scare tactics to hurt a child, language abuse and threatening comments.
- Patterns of abuse: serious abuse is usually displayed with a combination of factors, and while individual signs may not be significant, a pattern of physical or behavioral signs is a serious indicator and should be reported.



**You never know what heights you can soar**

**Until you spread your wings and fly!**

There is a duty to report alleged misconduct of instructional personnel and school administrators. The established list below may hurt the health, safety, or welfare of a student. All people must report immediately if there are suspicious, or allegations of any misconduct.

- Obscene language, drug or alcohol use, suggestive comments towards anyone.
- Physical aggression, accept or offer favors, and testing violations.
- Cheating, testing, violations, falsifying information.
- Prejudice, bigotry, disparaging comments, embarrassing a student.
- Sexual innuendos, language abuse, physical aggression.
- No body contact with a student such as spanking, touching, and pushing allowed.
- Being alone with a student in a secluded area and behaving overly friendly.
- Should expect no gifts from students or colleagues expecting favors.
- Teasing, badgering, mocking, or belittling a student.
- Engaging in slang, hip hop communication with a student.
- Retaliating against a student or colleague for reporting misconduct.
- Failing to properly supervise students, giving harsh discipline not compliant with district or private school policy.
- All other acts that are not in the best interest, as being ethical for Franklin Academy students, parents, employees, colleagues, and administrators are expected to be reported immediately.